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**AGENDA ITEM
REQUEST/JUSTIFICATION FORM**
(To be completed by requesting Department)
Forward all requests to Sharon Bourke, LC2 Civic Center
**DEADLINE SUBMITTAL IS 3:00 P.M. WEDNESDAY
BEFORE THE TUESDAY MEETING**

Agenda item: Consent
(i.e. Consent/Recognition-Proclamation/Presentation/Public Hearing/Committee, etc.)
Date to be on agenda: August 2, 2016

Exact wording to be used for the agenda:
Resolution accepting the FY 2017 24/7 Sobriety Program Grant awarded to the Douglas County Department of Corrections by the Nebraska Office of Highway Safety.

Action requested: **Approval. Please sign the attached Grant Contract Award**

Amount requested: \$0.00 Object Code: _____

Is item in current year's budget? Yes _____ No _____

Does this item commit funds in future years? Yes _____ No X

If yes, explain: _____

If an agreement or contract, has the County Attorney reviewed Yes ___ No ___
and approved?

Previous action taken on this item, if any: _____

Recommendations and rationale or action: _____

Will anyone speak on behalf of this item, if so who? **Yes, if requested.**
Carrie Davis, Grant Coordinator for the Douglas County Criminal Justice System.

If this is a rush agenda item, please explain why: _____

Submitted by (Name & Dept.): Carrie Davis, Grant Coordinator Ext. 1782

Date submitted: 7/27/2016

List Attachments: **1) Proposed Resolution; 3) Grant Contract Award (2 copies);
4) Grant/gift Committee Review Request Form (signed)**

(Attach resolution and all pertinent documentation; i.e. contract, agreement, memorandums, etc.)

Certified resolutions can be obtained at the County Clerk's website:
<http://www.douglascountyclerk.org/county-board-records/search-for-resolutions>

Completed by receiving office
Received in Administrative Office: Date <u>7/27/16</u> Time _____

**BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, NEBRASKA**

Resolved

WHEREAS, the Douglas County Department of Corrections submitted a grant application to the Nebraska Office of Highway Safety; and

WHEREAS, the Douglas County Department of Corrections was awarded Nebraska Office of Highway Safety grant funds in the amount of one hundred eighty thousand nine hundred forty dollars (\$180,940.00) for the 24/7 Sobriety Program; and

WHEREAS, this Board desires to accept said Nebraska Office of Highway Safety grant funds awarded to the Douglas County Department of Corrections.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF DOUGLAS COUNTY COMMISSIONERS that this Board approves and authorizes the Chair to execute documents associated with, the 24/7 Sobriety Program grant award from the Nebraska Office of Highway Safety.

Dated this 2nd day of August 2016.

GRANT CONTRACT AWARD

NEBRASKA OFFICE OF HIGHWAY SAFETY
P.O. Box 94612
Lincoln, Nebraska 68509
(402) 471-2515



Contract Applicant/Contractor:	Douglas County – Department of Corrections		
Contract Title:	24/7 Sobriety Program		
Federal Identification No.	47-6006455		
Contract Number:	405d-17-10		
Contract Period:	October 1, 2016 through September 30, 2017		
Award Date:	October 1, 2016		
Award Number:	Section 405d		
Award Name:	Impaired Driving Countermeasures		
»CFDA # and Title:	20.616 – National Priority Safety Programs		
Federal Agency:	Department of Transportation		
Federal Office:	National Highway Traffic Safety Administration (NHTSA)		
Federal Share	Total Cost of Project	% of Local Benefit	% of Reimbursement
\$180,940.00	\$180,940.00	0%	0%

This Grant Contract Award is subject to the provisions in the "Grant Contract Proposal Guide and Policies and Procedures" established by the U.S. Department of Transportation, National Highway Traffic Safety Administration, State of Nebraska, and the Nebraska Office of Highway Safety (NOHS). This award is subject to the provisions contained in the documents referenced below.

The Grant Contract Award period is for Federal Fiscal Year 2017 - October 1, 2016 through September 30, 2017. The contract will become effective upon receipt of the signed Grant Contract Award from the Contractor. After the remaining signatures have been obtained, a copy will be provided to the Contractor.

By signing this document, the contractor has agreed they have **read, understood, and will comply** with all applicable federal and state laws, rules and regulations, and certification and assurances stated in "Attachment A" of the Grant Contract Proposal Guide and Policies and Procedures, Revised February 2016. The Guide can be found on the NOHS website at www.transportation.nebraska.gov/nohs/contract.html. Failure to comply may result in termination of this Grant Contract Award and/or return of funds already reimbursed.

NOTE: All awards are subject to availability of federal funds.

Signature of Administrator or Governor's Representative Type Name, Title, and Date

Signature of Authorized Official (Mayor, County Board Chairman, State Department Head, etc.) Type Name, Title, and Date

Signature of Project Director Type Name, Title, and Date

Signature of Financial Official (County Treasurer, City Clerk, City Finance Department, etc.) Type Name, Title, and Date

**GRANT / GIFT COMMITTEE
REVIEW REQUEST FORM**

Grant Name: 24/7 Sobriety Grant

Grant ID Number: 405d-17-10

I. AGENCY INFORMATION: (To whom would the signed award documents be sent?)

- A. Name of Agency: Nebraska Office of Highway Safety
- B. Address: P.O. Box 94612
- C. City/State/Zip: Lincoln, Nebraska 68509
- D. Contact Person: William Kovarik Phone: (402) 471-2516
- E. Amount Awarded: \$180,940
- F. Submission Deadline:

II. FINANCIAL INFORMATION:

- A. Total Budget: \$180,940
 - 1. Personnel (Salary + Fringe): Total:
 - 2. Consultants/Contracts:
 - 3. Travel:
 - 4. Equipment/Materials:
 - 5. Other:
- B. Is there Matching Requirement? Yes () No (X)
If "yes," is it:
 - 1. Cash? Yes () No ()
 - 2. In Kind? Yes () No ()
 - 3. Percent of Match: Fed _____% State _____% County _____%
- C. What is the Period of the Request? From: 10/01/2016 To: 09/30/2017
- D. Is the Grant/Gift Renewable? Yes () No (X)
- E. Is the Grant/Gift eligible for continuation funding? Yes () No (X)
If "yes," is it:
 - 1. Full funding? Yes () No ()
 - 2. Stepdown/reduced funding? Yes () No ()
 - 2a. 75% _____ 50% _____ 25% _____ Other (please specify) _____

Grant/Gift Committee Review Request Form

F. Is there money in your budget for the entire grant award? Yes () No (X)

If "yes," what organization and object code?

Organization _____ Object Code _____

Object Code _____

Object Code _____

*There is an existing object code as this grant has been renewed previously that we will continue to use

**24/7 was budgeted for in its current form, however this grant includes expansion opportunities which were not included in the department budget

G. Can service/product covered by grant be discontinued/cancelled if grant is not renewed?

Participant fees fund the operation of this program.

H. Please provide a cost benefit analysis of what these grant dollars will provide:

These grant dollars will allow for the continued operation of the 24/7 Sobriety program without utilizing Douglas County tax dollars as well as provide the opportunity for expansion of testing to include other substances beside alcohol and hiring of a Program Administrator should circumstances warrant.

III. PERSONNEL:

A. Will anyone be hired if Application is approved? Yes (X) No ()*

*This grant funds existing positions and allows for the possible hiring of an additional position.

If "yes," answer the following:

1. How Many? (Total): 4-5

List Job Titles: Part-time Sobriety Technicians, Program Administrator (possibly)

If part time or temporary position, list number of hours to worked each week by position: _____

B. Is this a regular county position? Yes.

1. Can position be eliminated if grant is not continued?

The positions are funded through program fees and cannot be eliminated if the program is to continue operation.

C. Who will write Job Description?

Corrections administrators will write any job descriptions not already in existence.

Grant/Gift Committee Review Request Form

- D. Who will Interview Applicants?
Corrections administrators will interview applicants.

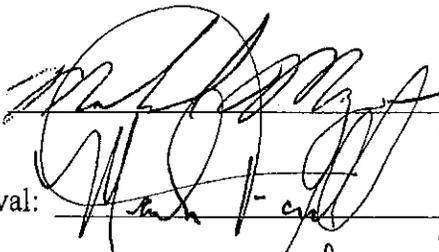
IV. LIABILITIES:

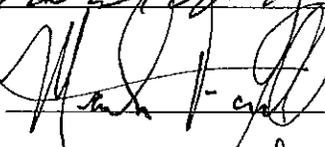
- A. What Reports does the Funding Agent require? Frequency?
Douglas County submits monthly reports to the Funder. These include program statistics and financial statements.
- B. What Assurances does the County have to make?
All certifications and assurances are included in Attachment A, the grant agreement.

V. PROGRAM OBJECTIVES:

This grant will allow for the continued operation of the 24/7 Sobriety program in its current form as well as allow for growth in scope by adding new testing protocols and possibly hiring a program administrator. The primary objective of the 24/7 Sobriety program is to reduce dangerous actions related to impaired driving, thereby enhancing public safety for the citizens of Douglas County.

VI. APPROVALS:

A. Division Head Approval:  7/20/16
(Date)

B. Department Head Approval:  20 July 2016
(Date)

C. Grant/Gift Committee Review: Joseph Long 7/20/16
(Chairperson) (Date)

VOTE: 3-0 in favor

DATE: 7/20/16