

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** appropriating \$116,277.00 from the undesignated fund balance of the 2017 Grant Fund, in acceptance of a grant received from the United States Executive Office of the President's Midwest High Intensity Drug Trafficking Area Investigative Support Center Initiative for use by the Jackson County Sheriff's Office, and authorizing the County Executive to execute a Memorandum of Understanding with the Kansas Bureau of Investigation, the grant's fiscal agent.

**ORDINANCE NO. 5013**, September 11, 2017

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the United States Executive Office of the President's Midwest High Intensity Drug Trafficking Area (HIDTA) Investigative Support Center has allocated a total of \$116,277.00, to provide partial funding for intelligence analyst positions within the Jackson County Sheriff's Office, for the period of January 1, 2017, to December 31, 2018; and,

WHEREAS, the attached Memorandum of Understanding with the Kansas Bureau of Investigation, which will serve as the Fiscal Agent for this grant, provides a suitable mechanism by which to implement this arrangement; and,

WHEREAS, an appropriation is necessary to place these grant funds in the appropriate spending accounts; now therefore,

**BE IT ORDAINED** by the County Legislature of Jackson County, Missouri, that the following appropriation be and hereby is made from the undesignated fund balance of

the 2017 Grant Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund HIDTA - High Intensity Drug Trafficking Area			
010-4270	45894 - Increase Revenue	\$116,277	
010-2810	Undesignated Fund Balance		\$116,277
010-2810	Undesignated Fund Balance	\$116,277	
010-4270	55010 - Regular Salaries		\$91,934
010-4270	55040 – FICA		\$ 3,978
010-4270	55050 – Pension		\$ 6,915
010-4270	56140 – Travel		\$ 4,000
010-4270	56630 – Leased Vehicles		\$ 6,750
010-4270	57110 - Gasoline		\$ 2,700

and,

BE IT FURTHER ORDAINED that the County Executive be and hereby is authorized to execute the attached Memorandum of Understanding with the Kansas Bureau of Investigation and any and all other documents necessary to give effect to this grant.

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

[Signature]  
Chief Deputy County Counselor

W. Stephen Neff  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5013 introduced on September 11, 2017, was duly passed on September 11, 2017 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 8

Nays 0

Abstaining 0

Absent 1

This Ordinance is hereby transmitted to the County Executive for his signature.

9-11-17  
Date

[Signature]  
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5013.

9/12/2017  
Date

[Signature]  
Frank White, Jr., County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 010 2810  
ACCOUNT TITLE: Grant Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$116,277.00

September 6, 2017  
Date

[Signature]  
Chief Financial Officer

**MIDWEST HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA)  
MEMORANDUM OF UNDERSTANDING  
MIDWEST HIDTA INVESTIGATIVE SUPPORT CENTER INITIATIVE**

**G17MW0003A**

**01-01-2017 / 12-31-2018**

**CFDA number 95.001**

The Office of National Drug Control Policy (ONDCP) has awarded HIDTA funding to federal, state and local law enforcement agencies in the region comprised of the states of Kansas, Missouri, Nebraska, Iowa, South Dakota and North Dakota for the purpose of combating the manufacture and importation of methamphetamine and the disruption of poly-drug trafficking organizations. The Kansas Bureau of Investigation (KBI) has been designated as the fiscal agent for award proceeds to be distributed to state and local agencies participating in the Midwest HIDTA program within Kansas and in selected regional initiatives. These funds shall be used for purposes designated in the MIDWEST HIDTA INVESTIGATIVE SUPPORT CENTER INITIATIVE (Appendix A) and associated budget (Appendix B), as approved by ONDCP.

**Scope of Service**

The services carried out under this Memorandum of Understanding shall be consistent with those contained in the initiative proposal and budget as approved for funding by ONDCP. Changes shall not be made in the subject or the proposed objectives of the initiative without prior written approval from the Midwest HIDTA Executive Director the Midwest HIDTA Executive Committee.

The signatories agree to provide written notice to the KBI and to the Midwest HIDTA Executive Director, at least (30) days in advance of any planned withdrawal from this agreement. In the event of withdrawal from this initiative by any party, all property and equipment acquired with HIDTA funds by the withdrawing party shall be re-distributed as per Midwest HIDTA policy and procedure. Upon the date specified in the written notice of withdrawal, this agreement shall become void with respect to the agency giving notice but shall remain in effect for all other participants. The KBI shall process all allowable reimbursement requests for the withdrawing agency through the date of the withdrawal.

**Reprogramming of Funds**

Reprogramming of funds within a HIDTA award requires different levels of approval based upon the amount to be reprogrammed and whether the reprogramming is inter-agency or inter-initiative. In all cases the recipient agency is responsible for forwarding a request for authorization for reprogramming to the KBI to be forwarded to the Midwest HIDTA Executive Director and Midwest HIDTA Executive Committee. The recipient agency is also responsible for maintaining detailed records of any reprogramming activities.

**Reporting Requirement**

All participants may be required to prepare a final report of initiative expenditures, which shall be submitted to the KBI within 30 days of the close of the program fiscal year. The financial report will be of a form approved by the KBI and shall contain a listing of expenditures/costs by cost category from the approved initiative budget (Appendix B). The report shall also contain a comparison of actual costs/expenditures against budget estimates. Failure to submit reports on a timely basis may result in the interruption or termination of the initiative funding for your agency. Detailed information on the financial reporting requirements is found in the HIDTA Program Policy and Budget Guidance (PPBG) publication and the Midwest HIDTA Policies and Standard Operating Procedures document (SOP).

### **Program Standards**

Each agency agrees to abide by the standards and rules defined in the HIDTA Program Policy and Budget Guidance (PPBG) publication and the Midwest HIDTA Policies and Standard Operating procedures document as well as all formal written program guidance regarding financial management standards, reporting, records retention, equipment, vehicles, and procurement and supplanting requirements for any agency accepting HIDTA funds. You can download the full version from National HIDTA Assistance Center (NHAC) at [nhac.org](http://nhac.org).

### **Assurances**

Each agency agrees to abide by the terms and conditions set out in Application for Federal Assistance SF 424, Assurances - Non-Construction Programs (Appendix D) and Assurances - Construction Programs (Appendix E). Each agency will also submit the signed OMB forms, Certification Regarding Lobbying (Appendix F) and Disclosure of Lobbying Activities (Appendix G) and will abide by all applicable special conditions included as a part of the award agreement (Appendix I).

### **Invoicing**

Each agency receiving reimbursements will invoice once per month no more than quarterly, due the fifteenth of the month, for expenditures incurred during the prior month. Reimbursement form shall be a form approved by the KBI (Appendix H) and shall contain a listing of expenditures by category. Each agency shall retain the original supporting documentation and provide a copy to the KBI with the monthly report. Each agency agrees that the NHAC and Midwest HIDTA Executive Director and Midwest HIDTA Executive Committee have the right to terminate suspend or delay any payment to sub-recipient if the reimbursements clearly fails to meet HIDTA PPBG. In the event that such an act is necessary the agency will be notified within three days of the decision.

### **Inventory**

Equipment purchased with HIDTA funds shall be identified by cost, type and serial number and reported to the Kansas State Coordinator on the Midwest HIDTA Inventory Form (Appendix C). The Kansas State Coordinator shall maintain an inventory of all equipment purchased and provide the same to HIDTA. A copy of all inventory transactions shall be provided to the KBI. Any change to the inventory of HIDTA purchased equipment shall be reported promptly and in writing to the KBI.

### **Audit Readiness and Compliance**

Each agency agrees to maintain appropriate and detailed records of its receipt and use of the funds, in accordance with the generally accepted accounting principles applying to government agencies. Each agency understands that it may be subject an audit. Each agency also understands that there will be a site audit every two years for awardees that receive \$25,000 or more, and every three years for awardees that receive \$25,000 or less.

As the fiduciary, the KBI is required to provide certain information in an audit. The Single Audit Certification (Appendix K) provides part of the information needed. The Risk Assessment Tool (Appendix J) helps to ensure proper accountability and compliance with the program.

## Acceptance

Acceptance of this MOU by participating agencies is acceptance of all standards and conditions of the HIDTA Award, included as Appendix A, B, C, D, E, F, G, H, I, and J.

- Appendix A: Task Force Initiative
- Appendix B: Task Force Budget
- Appendix C: Midwest HIDTA Inventory Form (Does not pertain to the ISC Initiative)
- Appendix D: OMB Form 4040-0007 – Assurances – Non-Construction Programs
- Appendix E: OMB Form 4040-0009 – Assurances – Construction Programs
- Appendix F: OMB Form – Certification Regarding Lobbying
- Appendix G: OMB Form – Disclosure of Lobbying Activities
- Appendix H: HIDTA Reimbursement Form
- Appendix I: HIDTA Award Agreement
- Appendix J: FAPO Risk Assessment Tool
- Appendix K: HIDTA Single Audit Certification

**Fiscal Contact KBI:** Teresa Goza  
Kansas Bureau of Investigation  
15700 College Blvd., Suite 100  
Lenexa, Kansas 66219  
913-671-2046  
teresa.goza@kbi.state.ks.us

**Project Manager KBI:** Frank Papish, Assistant Director  
Kansas Bureau of Investigation  
15700 College Blvd., Suite 100  
Lenexa, Kansas 66219  
913-671-2040  
Frank.papish@kbi.state.ks.us

**State Coordinator:** Steve Riley  
Midwest HIDTA  
10220 NW Ambassador Dr., Suite 700  
Kansas City MO 64153  
816-891-5217  
sriley@midwest-hidta.org

**Fiscal Contact IPD:**

Dale Covey, Sargent  
Jackson County Sheriff's Department  
3310 NE Rennau Dr.  
Lee's Summit, MO 64064  
816-524-4302 ext 972218

**Participating Agency:**

Michael Sharp, Sheriff  
Jackson County Sheriff's Department  
3310 NE Rennau Dr.  
Lee's Summit, MO 64064

**Participating Agencies:**

Jackson County Missouri

\_\_\_\_\_  
Frank White, Jr., County Executive  
Jackson County, Missouri

\_\_\_\_\_  
Date

**Through Jackson County Missouri Sheriff's Office**

Michael Sharp      8-17-17  
Michael Sharp, Sheriff      Date

**Fiscal Agent:**

Kansas Bureau of Investigation

\_\_\_\_\_  
Kirk D. Thompson, Director

\_\_\_\_\_  
Date

**FY 2017 INTELLIGENCE AND INFORMATION SHARING INITIATIVE  
DESCRIPTION BUDGET PROPOSAL**

**HIDTA:** Midwest HIDTA  
**INITIATIVE TITLE:** Midwest HIDTA Investigative Support Center  
**LEAD AGENCY(S):** Drug Enforcement Administration  
 Kansas City, MO Police Department  
**LOCATION:** Kansas City, MO

**1. INITIATIVE DESCRIPTION**

The Midwest HIDTA Investigative Support Center (MHISC) has been operational since 1998 and is co-managed by the Drug Enforcement Administration and the Kansas City, Missouri Police Department. The ISC is a multi-agency coalition consisting of federal, state, and local agencies located within the seven state Midwest HIDTA region. Located in Kansas City, Missouri the MHISC is electronically linked to task force locations and key state agencies in each of the states. The MHISC collects and analyzes information from all Midwest HIDTA task forces and participating agencies. The MHISC provides event and target de-confliction services, multi-source name checks, investigative/tactical case support, toll analysis, charting, graphic work, post seizure analysis and trend/predictive analysis.

The MHISC continues to develop and expand its mission to support a seven-state region. Event/Target De-confliction through the Watch Center is fully implemented in all metropolitan areas throughout the region. Expansion to other areas will continue with system expansion steadily increasing each year. The Watch Center is currently manned by elements of the Kansas City, MO Police Department and Kansas Bureau of Investigation.

The MHISC also provides continual evaluation of the threat to the region, identifying changes in patterns and trends. By improving the exchange of intelligence and information through more efficient coordination and communications, the MHISC enhances the ability of federal, state, and local law enforcement agencies to identify, arrest, and prosecute key members of drug trafficking organizations and those individuals involved in violent crime that are involved in drug trafficking at the local level. Trend and predictive analysis developed by the MHISC assists the Midwest HIDTA Executive Board in utilizing its limited resources more efficiently.

MHISC is heavily involved in tactical case support throughout the Midwest HIDTA region. The MHISC lends support to numerous high profile drug related investigations to include OCDETF, Regional Priority Organization Targets (RPOT) and Consolidated Priority Organization Target (CPOT) Investigations.

Collocated with the MHISC is the ATF Crime Gun Intelligence Center. The ATF Crime Gun Intelligence Center is a separate Midwest HIDTA initiative, which is an ATF-led group.

**2. INITIATIVE PARTICIPANTS**

<b>HIDTA Participating Agency Positions, Summary</b>			
	<b>Full Time</b>	<b>Part Time</b>	<b>Total</b>



Co-Located	14	1	15
Non-Co-Located	0	0	0
Total	14	1	15

<b>HIDTA Participating Agency Positions</b>					
Quantity	Title	Agency	HIDTA Funded	Co-Located	Fulltime
1	Analyst	Jackson County Sheriffs Office	Yes	Yes	Yes
1	Analyst	Kansas Bureau of Investigation	Yes	Yes	No
1	Analyst	Drug Enforcement Administration	No	Yes	Yes
1	Group Supervisor	Drug Enforcement Administration	No	Yes	Yes
1	Investigative Assistant/ FSA contractor	Drug Enforcement Administration	No	Yes	Yes
1	Analyst	Kansas City, MO Police Department	Yes	Yes	Yes
1	Assistant Supervisor	Kansas City, MO Police Department	Yes	Yes	Yes
1	Sergeant/Operations Supervisor/Task Force Officer	Kansas City, MO Police Department	Yes	Yes	Yes
1	Task Force Officer	Kansas City, MO Police Department	Yes	Yes	Yes
1	Analyst	Independence, MO Police Department	Yes	Yes	Yes
1	Analyst/ Task Force Officer	Jackson County Sheriffs Office	Yes	Yes	Yes
2	Analyst	Kansas Bureau of Investigation	Yes	Yes	Yes
1	Senior Administrative Specialist	Kansas Bureau of Investigation	Yes	Yes	Yes
1	Analyst	Missouri National Guard	No	Yes	Yes

**3. INITIATIVE BUDGET**

FY 2017 Request for initiative \$986,360.00

**4. INTELLIGENCE INITIATIVES**

<b>Event and Case Deconflictions Submitted</b>				
<b>Outputs</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2017 Expected</b>
<b>Event Deconflictions</b>	4,042	5,056	5,785	4,961
<b>Case Deconflictions</b>	8,917	12,650	18,119	13,228

<b>Analytical Support</b>				
<b>Output</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2017 Expected</b>
<b>HIDTA Cases Provided Analytical Support</b>	634	640	381	545

**OTHER INITIATIVE OUTPUTS AND OUTCOMES**

# Budget Detail

2017 - Midwest

Initiative - Midwest HIDTA Investigative Support Center

Award Recipient - Kansas Bureau of Investigation (G17MW0003A)

Resource Recipient - Kansas Bureau of Investigation

Indirect Cost: 0.0%

<b>Awarded Budget (as approved by ONDCP)</b>			<b>\$3,492,163.00</b>
<b>Personnel</b>			
	Quantity	Amount	
Administrative Staff	1		\$41,375.00
Analyst - Intelligence	7		\$328,566.00
Director - Deputy	1		\$78,727.00
<b>Total Personnel</b>			<b>\$448,668.00</b>
<b>Fringe</b>			
	Quantity	Amount	
Administrative staff	1		\$15,883.00
Analyst - Intelligence	6		\$143,279.00
Director - Deputy	1		\$35,542.00
<b>Total Fringe</b>			<b>\$194,704.00</b>
<b>Travel</b>			
	Quantity	Amount	
Administrative	9		\$4,377.00
<b>Total Travel</b>			<b>\$4,377.00</b>
<b>Services</b>			
	Quantity	Amount	
Communications - data lines			\$3,015.00
Communications - mobile phones & pagers			\$7,425.00
Equipment rentals			\$5,822.00
Printing & document support			\$1,350.00
Service contracts			\$3,348.00
Shipping & postage			\$2,700.00
Software - maintenance			\$40,815.00
Subscriptions - database			\$27,369.00
Vehicle lease - passenger	3		\$17,550.00
<b>Total Services</b>			<b>\$109,394.00</b>
<b>Supplies</b>			
	Quantity	Amount	
Investigative/Operational			\$7,200.00
Office			\$2,250.00
Software - licenses			\$350.00
<b>Total Supplies</b>			<b>\$9,800.00</b>

# Budget Detail

2017 - Midwest

Initiative - Midwest HIDTA Investigative Support Center

Award Recipient - Kansas Bureau of Investigation (G17MW0003A)

Resource Recipient - Kansas Bureau of Investigation

Indirect Cost: 0.0%

<i>Awarded Budget (as approved by ONDCP)</i>		<b>\$3,492,163.00</b>
Other	Quantity	Amount
Administrative costs		<b>\$125.00</b>
<b>Total Other</b>		<b>\$125.00</b>
<b>Total Budget</b>		<b>\$767,068.00</b>

Midwest HIDTA Inventory Action Form

Grantee: \_\_\_\_\_

Funding Year \_\_\_\_\_

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

Funding NO# \_\_\_\_\_

Agency Inventory #	Vendor Name	Date Purchased	Item Description Description/Model/Brand	Location	Purchase Price	Serial Number

Authorizing Officer \_\_\_\_\_

Title \_\_\_\_\_

Telephone \_\_\_\_\_

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

Standard Form 424B (Rev. 7-97) Back

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
X _____	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Jackson County Missouri though Jackson County Sheriff's Office	06-28-2017

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-610), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.



APPENDIX E

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SF-424D (Rev. 7-97) Back

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
X _____	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Jackson County Missouri though Jackson County Sheriff's Office	06-28-2017

**CERTIFICATION REGARDING LOBBYING**

**Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) 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 an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid 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 this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Statement for Loan Guarantees and Loan Insurance**

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid 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 this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
X	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Jackson County Missouri though Jackson County Sheriff's Office	06-28-2017

### DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB  
4040-0013

**Review Public Burden Disclosure Statement**

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input checked="" type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. lease <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance			<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award			<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change		
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input checked="" type="checkbox"/> SubAwardee Tier if known: <input type="checkbox"/>								
* Name: Jackson County Sheriff's Office								
* Street 1: 3310 NE Renner Dr. Street 2: [redacted]								
* City: Lee's Summit State: MO; Missouri Zip: 64064								
Congressional District, if known: [redacted]								
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b>								
* Name: Kansas Bureau of Investigation								
* Street 1: 1420 SW Tyler Street 2: [redacted]								
* City: Topeka State: KS; Kansas Zip: 66612								
Congressional District, if known: [redacted]								
<b>6. * Federal Department/Agency:</b> GNDCE			<b>7. * Federal Program Name/Description:</b> NIDTA					
			CFDA Number, if applicable: 95.001					
<b>8. Federal Action Number, if known:</b> 017880003A			<b>9. Award Amount, if known:</b> \$ [redacted]					
<b>10. a. Name and Address of Lobbying Registrant:</b>								
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>b. Individual Performing Services (including address if different from No. 10a)</b>								
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>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.</b>								
* Signature: [redacted]								
* Name: Prefix: [redacted] * First Name: Frank Middle Name: [redacted]								
* Last Name: White Suffix: Jr.								
Title: County Executive Telephone No.: [redacted] Date: [redacted]								
Federal Use Only:			Authorized for Local Reproduction Standard Form - 441 (Rev. 7-87)					

**MIDWEST HIDTA  
Reimbursement Form**

**Agency**

Jackson County Sheriff's Office  
3310 NE Rennau Dr, Lee Summit 64064  
44-6000524 Ord. 4861

**Dept. Code**

KBI use only  
V-40393-2-002  
Grant #1710

Invoice for the month of: \_\_\_\_\_

2017 Funding Year 1/1/17 to 12/31/18

Initiative: Kansas Investigative Support Center G17MW0003A  
**CFDA #95.001**

Pay Period

Category	2017 Allocation	Expenditures Through	Balance Available	Expenditures This Period
Salary Kelley	\$ 52,934.00		52,934.00	
Salary Lynde	\$ 39,000.00		39,000.00	
Benefits Lynde	\$ 10,893.00		10,893.00	
Travel	\$ 4,000.00		4,000.00	
Vehicle Lease	\$ 6,750.00		6,750.00	
Fuel	\$ 2,700.00		2,700.00	
<b>Total</b>	<b>\$ 116,277.00</b>	<b>0.00</b>	<b>116,277.00</b>	<b>-</b>

<b>Agency Authorization / Date</b>	<b>Midwest HIDTA Authorization/Date</b>	<b>KBI Authorization / Date</b>
Finance Officer Please Print Sgt. Dale L. Covey #29	Phone: 816-524-4302 ext 7223; Email form to Fax: 816-881-3877 <a href="mailto:dcovey@jacksongov.org">dcovey@jacksongov.org</a>	

Please attach all supporting documents

<b>Executive Office of the President Office of National Drug Control Policy</b>		<b>AWARD Grant</b>	Page 1 of 1
1. Recipient Name and Address Director Kirk D. Thompson Kansas Bureau of Investigation 1620 SW Tyler Topeka, KS 66612-1837		4. Award Number: G17MW0003A	
		5. Grant Period: From 01/01/2017 to 12/31/2018	
2. Total Amount of the Federal Funds Obligated: \$3,492,163		6. Federal Award Date: 6/19/2017	7. Action  Initial <input type="checkbox"/> Supplemental
2A. Budget Approved by the Federal Awarding Agency \$3,492,163		8. Supplement Number 1	
3. CFDA Name and Number: <i>High Intensity Drug Trafficking Areas Program - 95.001</i>		9. Previous Award Amount: \$2,001,009	
3A. Project Description  <i>High Intensity Drug Trafficking Areas (HIDTA) Program</i>		10. Amount of Federal Funds Obligated by this Action: \$1,491,154	
		11. Total Amount of Federal Award: \$3,492,163	
12. The above grant is approved subject to such conditions or limitation as are set forth in the original Grant.			
13. Statutory Authority for Grant: Public Law 114-254 and Public Law 115-31			
<b>AGENCY APPROVAL</b>		<b>RECIPIENT ACCEPTANCE</b>	
14. Typed Name and Title of Approving Official Michael K. Gottlieb Associate Director Office of National Drug Control Policy		15. Typed Name and Title of Authorized Official Kirk D. Thompson  Kansas Bureau of Investigation	
16. Signature of Approving ONDCP Official  <i>Michael K. Gottlieb</i>		17. Signature of Authorized Recipient/Date  <i>[Signature]</i> 6/19/2017	
<b>AGENCY USE ONLY</b>			
18. Accounting Classification Code DUNS: 150943496 EIN: 1486029925L2		19. HIDTA AWARD OND1070DB1718XX      OND6113 OND2000000000      OC 410001	

## GRANT CONDITIONS

### A. General Terms and Conditions

1. This award is subject to The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200 (the "Part 200 Uniform Requirements"), as adopted and implemented by the Office of National Drug Control Policy (ONDCP) in 2 C.F.R. Part 3603. For this 2016 award, the Part 200 Uniform Requirements supersede, among other things, the provisions of 28 C.F.R. Parts 66 and 70, as well as those of 2 C.F.R. Parts 215, 220, 225, and 230.

For more information on the Part 200 Uniform Requirements, see <https://cfo.gov/cofar/>. For specific, award-related questions, recipients should contact ONDCP promptly for clarification.

2. This award is subject to the following additional regulations and requirements:
  - 28 CFR Part 69 – "New Restrictions on Lobbying"
  - Conflict of Interest and Mandatory Disclosure Requirements, set out in paragraph 7 of these terms and conditions
  - Non-profit Certifications (when applicable)
3. Audits conducted pursuant to 2 CFR Part 200, Subpart F, "Audit Requirements" must be submitted no later than nine months after the close of the grantee's audited fiscal year to the Federal Audit Clearinghouse at <https://harvester.census.gov/facweb/>.
4. Grantees are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Federal Financial Report is required to be submitted quarterly and within 90 days after the grant is closed out.
5. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.
6. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the grantee, its fiscal agent (s), employees, contractors, as well as state, local, and Federal participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

These general terms and conditions, as well as archives of previous versions of the general terms and conditions, are available online at [www.whitehouse.gov/ondcp/grants](http://www.whitehouse.gov/ondcp/grants).

7. Conflict of Interest and Mandatory Disclosures

#### A. Conflict of Interest Requirements

As a non-Federal entity, you must follow ONDCP's conflict of interest policies for Federal awards. Recipients must disclose in writing any potential conflict of interest to an ONDCP Program Officer; recipients that are pass-through entities must require disclosure from subrecipients or contractors. This disclosure must take place immediately whether you are an applicant or have an active ONDCP award.

The ONDCP conflict of interest policies apply to sub-awards as well as contracts, and are as follows:

- i. As a non-Federal entity, you must maintain written standards of conduct covering conflicts of interest and governing the performance of your employees engaged in the selection, award, and administration of subawards and contracts.
- ii. None of your employees may participate in the selection, award, or administration of a subaward or contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an organization considered for a subaward or contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from subrecipients or contractors or parties to subawards or contracts.
- iii. If you have a parent, affiliate, or subsidiary organization that is not a state, local government, or Native American tribe, you must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, you are unable or appear to be unable to be impartial in conducting a sub-award or procurement action involving a related organization.

#### **B. Mandatory Disclosure Requirement**

As a non-Federal entity, you must disclose, in a timely manner, in writing to ONDCP all violations of Federal criminal law involving fraud, bribery or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award that includes the term and condition outlined in 200 CFR Part 200, Appendix XII "Award Term and Condition for Recipient Integrity and Performance Matters," are required to report certain civil, criminal, or administrative proceedings to System for Award Management (SAM). Failure to make required disclosures can result in remedies such as: temporary withholding of payments pending correction of the deficiency, disallowance of all or part of the costs associated with noncompliance, suspension, termination of award, debarment, or other legally available remedies outlined in 2 CFR 200.338 "Remedies for Noncompliance".

8. Federal Funding Accountability and Transparency (FFATA) / Digital Accountability and Transparency Act (DATA Act). Each applicant is required to (i) Be registered in SAM before submitting its application; (ii) provide a valid DUNS number in its application; (iii) continue to maintain an active System for Award Management registration with current information at all times during which it has an active Federal award; and (iv) provide all relevant grantee information required for ONDCP to collect for reporting related to FFATA and DATA Act requirements.
9. Subawards are authorized under this grant award. Subawards must be monitored by the award recipient as outlined in 2 CFR 200.331.

10. Recipients must comply with the Government-wide Suspension and Debarment provision set forth at 2 CFR Part 180, dealing with all sub-awards and contracts issued under the grant.
11. As specified in the HIDTA Program Policy and Budget Guidance, recipient must:
- a) Establish and maintain effective internal controls over the Federal award that provides reasonable assurance that Federal award funds are managed in compliance with Federal statutes, regulations and award terms and conditions. These internal controls should be in compliance with the guidance in "Standards for Internal Control in the Federal Government," issued by the Comptroller General of the United States and the "Internal Control Integrated Framework," issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
  - b) Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
  - c) Evaluate and monitor compliance with applicable statute and regulations, and the terms and conditions of the Federal award.
  - d) Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
  - e) Take reasonable measures to safeguard protected PII and other information ONDCP or the recipient designates consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.

## B. Recipient Integrity and Performance Matters

### Reporting of Matters Related to Recipient Integrity and Performance

#### 1. General Reporting Requirement

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain and report current information to the SAM that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition (below). This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

#### 2. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

- a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
- b. Reached its final disposition during the most recent 5 year period; and
- c. Is one of the following:



- (1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition (below);
- (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
- (3) An administrative proceeding, as defined in paragraph 5 of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
- (4) Any other criminal, civil, or administrative proceeding if:
  - (i) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;
  - (ii) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
  - (iii) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

### 3. Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2 of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

### 4. Reporting Frequency

During any period of time when you are subject to the requirement in paragraph 1 of this award term and condition, you must report proceedings information through SAM for the most recent 5 year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

### 5. Definitions

For purposes of this award term and condition:

- a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and state level, but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes—
  - (1) Only the Federal share of the funding under any Federal award with a recipient cost share or match; and

(2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

**C. Program Specific Terms and Conditions**

The following special conditions are incorporated into each award document.

1. This grant is awarded for above program. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance (PPBG).
2. This award is subject to the requirements in ONDCP's HIDTA PPBG.
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.
4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e., the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6 of the HIDTA Program Policy and Budget Guidance.
6. Property acquired with these HIDTA grant funds is to be used for activities of the Midwest HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, this equipment must be made available to the HIDTA's Executive Board for use by other HIDTA participants.
7. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

**D. Federal Award Performance Goals**

1. All entities that receive funds from this award are responsible for achieving performance goals established in the HIDTA Performance Management Process (PMP) and approved by the HIDTA's Executive Board and ONDCP.
2. All entities that receive funds from this award must report progress in achieving performance goals at least quarterly using the PMP.

See also Section A. 4 regarding Federal Financial Reports.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
X _____	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Jackson County Missouri though Jackson County Sheriff's Office	06-28-2017

FAPO RISK ASSESSMENT TOOL

Key Risk Areas and Underlying Factors	EXAMPLES			Risk Level				
	Lower Risk State	Moderate Risk State	Higher Risk State	1	2	3	4	5
<b>AREA 1: COMPLIANCE</b> – risk of non-compliance with specific laws, regulations and other rules affecting this process and its financial reporting Characteristics of the applicable laws, regulations, policies & rules impacting financial reporting for this business process								
Level of Clarity	Clear & precise	Open to interpretation/generic	Unclear and imprecise					
Degree of maturity/stability	Well-established & time-tested	Recently enacted/evolving (<3 years)	Brand New or unestablished					
Complexity	Simple & straight forward	Involves judgement & some complexity	Highly complicated or judgmental					
<b>AREA 2: HUMAN CAPITAL</b> – risk posed by the knowledge, skills and capacities of the people involved in this process who can effect financial assistance Knowledge/familiarity of staff with process	Highly knowledgeable & familiar	Average familiarity	Staff are new or unfamiliar					
Degree of management process ownership/control	Processes fully in-sourced and under management's direct control	Mixed in & out-sourced processing or some control delegated to others	Significant outsourcing or delegation of processes to others' control					
Workload Stress	Low staff turnover; no workforce constraints or other stressors	Moderate staff turnover: some workforce constraints	High staff turnover; notable workforce constraints adding stress					
<b>AREA 3: OPERATIONS</b> – risk posed by the characteristics of the manual/automated activities & IT applications involved in this process impacting financial assistance Characteristics of the manual and automated activities & technology applications comprising this business process								
Uniformity	Highly standardized	Some variations occur	Highly variable					
Complexity	Simple & straightforward	Moderately complicated	Complicated/cumbersome/ error prone					
Regularity	Routine	Periodic/infrequent	Non-routine/Rare					
Maturity or Stability	Stable, well-established, time-tested	Evolving/in transition (<3 years)	Brand new, unestablished, unstable					
Extent of handling	One/two "Touch-points"	Multiple processing steps/applications	Many people/steps/apps involved					
Dispersion	Centralized within one location/function	Moderately dispersed among multiple locations/function	Highly dispersed among many different location/functions					
<b>AREA 4: NATURE OF TRANSACTIONS</b> – risk posed by the qualitative and quantitative characteristics of transactions generated by the process Transaction volume	Extensive transactions (1000+)	Many transactions (100+)	Few transactions (10+)					
Transaction Frequency	Systematic/recur on a regular basis	Happens periodically/cyclically	Happens infrequently or rarely					
Individual transaction sizes	Small dollar (< 1/1000 <sup>th</sup> of materiality)	Moderate dollar (>1/1000 <sup>th</sup> of materiality & <1/100 <sup>th</sup> of materiality)	Large dollar (>1/100 <sup>th</sup> of materiality)					
Impact of estimates on financial reporting transactions	Little/no impact of estimates/all transaction variable are known/no estimation judgement involved	Moderate impact of estimates/most transaction variables are known/some estimation judgement involved	Significant impact of estimates/some transaction variables are derived amounts/high judgement required					
Propensity for fraud, waste or misappropriation of assets or information given safeguarding or other security issues	Assets are immovable or have no intrinsic value/information is easily safeguarded/low risk of concealable theft or diversion	Assets are moveable and have some intrinsic value/information is capable of diversion/moderate risk of concealable theft or diversion	Assets are moveable and have a significant intrinsic valuable/information is capable of diversion/high risk of concealable theft or diversion					

FAPO RISK ASSESSMENT TOOL

AREA 5: MANAGEMENT'S RECENT EXPERIENCE – indications of possible lingering risks based upon management's experience with events during the pasts 3 years	Management letters comments or other similar findings provided by auditors for this process	Reportable conditions, material weaknesses, non-compliance or "high-risk" matters cited by auditors for this process
Prior annual financial statement or other audit results	No findings related to this process	Reportable conditions, material weaknesses, non-compliance or "high-risk" matters cited by auditors for this process
Controls & Compliance issues raised		
Adjustments by auditors	None	Significant number of adjustments; aggregate value of adjustments exceed planning materiality
Adjustments by management	Few adjustments/routine in nature/small dollar amounts involved	Significant number or dollar amount of adjustments required/non-routine in nature
Results of management's recent Statement of Assurance assessments	No findings related to this process	Reportable conditions, material weaknesses & no-compliance matters found by management for this process
Management's day-to-day experience		
Accounting errors or irregularities (known fraud)	Few error/adjustments	Significant errors/adjustments
Information available to monitor performance	Readily available/useable by management on a timely basis	Unavailable for use by management/information is hard to understand or apply on a timely basis
Typical accounting analysis needed by management in this area	Few calculations/analysis	Extensive calculations/analysis
Overall nature of issues, errors or adjustments	A virtually problem free area	Problems persist, can be significant/demand high management intervention
AREA 6: MANAGEMENT'S CURRENT OUTLOOK – overall perceived likelihood of material adverse financial reporting risks within the next year for this process	Remote	More Likely than Not
Management overall prognosis of material adverse risks for this process	Reasonably Possible	

Assessment performed by: \_\_\_\_\_

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

# Single Audit Certification Sub-Recipient Audit Requirements of the A-133 Single Audit (§200.502)

Agreement between the Jackson County, Missouri and the Kansas Bureau of Investigation under the Midwest HIDTA CFDA #95.001 for the period of 01/01/2017 to 12/31/2018 in the amount of \$116,277.00 .

The Kansas Bureau of Investigation is subject to the requirements of the U.S. Office of Management and Budget (OMB) Circular A-133: Audits of Dates, Local Governments and Nonprofit Organizations. As such, OMB Circular A-133 requires the Kansas Bureau of Investigation to monitor our sub recipients of federal awards and determine whether they have met the audit requirements of the circular and *whether* they are in compliance with federal laws and regulations. This document must be completed and signed by the fiscal agent's organization.

Accordingly, we are requesting that you circle one of the numbers below, provide all appropriate documentation regarding your organization's compliance with the audit requirements, This is part of the sub recipient's grant agreement with the Kansas Bureau of Investigation.

Name of organization: Jackson County, Missouri

Sub recipient's DUNS # 931939805 expires \_\_\_\_\_

Federal Employer Identification Number (FEIN): 446000524

Signature: *Sarah Mautz*

1. We have completed our OMB Circular A-133 audit for the fiscal year ending 12/31/16

Here is the link to our audit report. emailed to T.G. 8/31/17 If material exceptions were noted please enclose a copy of the responses and corrective actions taken.

2. We expect our OMB Circular A-133 audit for the fiscal year ending \_\_\_\_\_

to be completed by \_\_\_\_\_. A copy of our audit report will be forwarded to the Kansas Bureau of Investigation within 30 days of receipt of the report.

3. We are not subject to Circular A-133 audit because:

- a) We are a for-profit organization.
- b) We expend less than \$500,000 in federal awards annually.
- c) Other (please explain): \_\_\_\_\_