

## Request for Legislative Action

Ord. #5582

Sponsor: Theresa Cass Galvin

Date: December 13, 2021

### Completed by County Counselor's Office

Action Requested:	Ordinance	Res.Ord No.:	5582
Sponsor(s):	Theresa Galvin	Legislature Meeting Date:	12/13/2021

### Introduction

**Action Items:** ['Appropriate', 'Transfer']

**Project/Title:**

Ordinance transferring and appropriating funds for the acceptance of the DART Grant awarded to the Jackson County Prosecutor's Office by the Missouri Department of Public Safety.

### Request Summary

Requesting an ordinance accepting the DART Grant awarded to Jackson County by the Department of Public Safety for the partial funding of two attorneys, one investigator and one paralegal. The total award amount is \$132,436.61. To complete this project, the Prosecutor's Office will provide an additional \$189,188.73 to pay for the unfunded portions of encumbants. Term of the grant is 7/1/21–6/30/22.

Please transfer \$189,188.73 from 008-4154-56798 and appropriate \$132,436.61 into the accounts listed below:

55010	Regular Salary	\$221,769.60
55040	FICA Taxes	\$16,965.40
55050	Pension Contributions	\$25,547.86
55060	Insurance Benefits	\$57,342.48

### Contact Information

<b>Department:</b>	Prosecuting Attorney	<b>Submitted Date:</b>	12/6/2021
<b>Name:</b>	Gina Robinson	<b>Email:</b>	grobinson@jacksongov.org
<b>Title:</b>	Chief of Operations	<b>Phone:</b>	816-881-3369

### Budget Information

Amount authorized by this legislation this fiscal year:	\$321,626
Amount previously authorized this fiscal year:	\$ 0
Total amount authorized after this legislative action:	\$321,626
Is it transferring fund?	Yes
<b>Transferring Fund From:</b>	

## Request for Legislative Action

Fund:	Department:	Line Item Account:	Amount:
008 (Anti-Crime Sales Tax Fund)	4154 (Deferred Prosecution)	56798 (Grant Match)	\$189,189
010 (Grant Fund)	9999 (*)	32810 (Undesignated Fund Balance)	\$132,437
<b>Transferring Fund To:</b>			
Fund:	Department:	Line Item Account:	Amount:
010 (Grant Fund)	4134 (DART)	55010 (Regular Salaries)	\$221,770
010 (Grant Fund)	4134 (DART)	55040 (FICA Taxes)	\$16,965
010 (Grant Fund)	4134 (DART)	55050 (Pension Contribution)	\$25,548
010 (Grant Fund)	4134 (DART)	55060 (Insurance Benefits)	\$57,343

<b>Prior Legislation</b>	
<b>Prior Ordinances</b>	
Ordinance:	Ordinance date:
5381	August 3, 2020
<b>Prior Resolution</b>	
Resolution:	Resolution date:

<b>Purchasing</b>	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	No
Chapter 10 Justification:	
Core 4 Tax Clearance Completed:	
Certificate of Foreign Corporation Received:	
Have all required attachments been included in this RLA?	

<b>Compliance</b>	
<b>Certificate of Compliance</b>	
Not Applicable	
<b>Minority, Women and Veteran Owned Business Program</b>	
Goals Not Applicable for following reason: Not spending money	
MBE:	.00%
WBE:	.00%
VBE:	.00%

## Request for Legislative Action

### Prevailing Wage

Not Applicable

### Fiscal Information

- Funds sufficient for this appropriation and/or transfer are available from the source indicated on the budget information tab.

### History

Gina Robinson at 12/6/2021 2:18:21 PM - [Submitted | ]  
Department Director: Jean Peters Baker at 12/6/2021 2:57:25 PM - [ Approved | ]  
Finance (Purchasing): Barbara J. Casamento at 12/6/2021 3:36:52 PM - [ Not applicable | ]  
Compliance: Katie M. Bartle at 12/6/2021 4:54:04 PM - [ Approved | eRLA 339 ]  
Finance (Budget): Sarah L. Matthes at 12/7/2021 8:12:49 AM - [ Returned for more information | Please change "is it transferring fund" to yes and then fill out the to's and from's. Make sure to list the appropriation and transfer in this section ]  
Submitter: Tina M. Wise at 12/7/2021 1:22:34 PM - [ Submitted | ]  
Department Director: Rezetta Siavii at 12/7/2021 2:34:39 PM - [ Returned for more information | Please make the necessary edits as we discussed. GR ]  
Submitter: Tina M. Wise at 12/7/2021 3:05:34 PM - [ Submitted | ]  
Department Director: Jean Peters Baker at 12/7/2021 3:28:39 PM - [ Approved | ]  
Finance (Purchasing): Barbara J. Casamento at 12/7/2021 3:41:13 PM - [ Not applicable | ]  
Compliance: Jaime Guillen at 12/7/2021 3:54:29 PM - [ Approved | 339 ]  
Finance (Budget): Mark Lang at 12/7/2021 4:28:08 PM - [ Approved | The fiscal note is attached. ]  
Executive: Troy Schulte at 12/7/2021 4:43:07 PM - [ Approved | ]  
Legal: Elizabeth Freeland at 12/9/2021 8:24:21 AM - [ Approved | ]

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: December 7, 2021

ORD # 5582  
eRLA # 339

Department / Division	Character/Description	From	To
<b>Anti-Crime Sales Tax Fund - 008</b>			
4154 - Pros Atty Deferred Pros	56798 - Grant Match	189,189	
9100 - Operating Transfers	56105 - Operating Transfers		189,189
<b>Grant Fund - 010</b>			
4134 - DART	47070 - Inter Fund Transfers	189,189	
4134 - DART	45963 - Increase Revenue	132,437	
9999 - Non Specific Department	32810 - Undesignated Fund Balance		321,626
9999 - Non Specific Department	32810 - Undesignated Fund Balance	321,626	
4134 - DART	55010 - Regular Salaries		221,770
4134 - DART	55040 - FICA Taxes		16,965
4134 - DART	55050 - Pension Contributions		25,548
4134 - DART	55060 - Insurance Benefits		57,343
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>APPROVED</b>  <i>By Sarah Matthes at 3:41 pm, Dec 07, 2021</i> </div>		<u>\$ 832,441</u>	<u>\$ 832,441</u>
Budgeting			

DART Grant

7/1/21 - 6/30/22

	<u>Salary</u>	<u>FICA</u>	<u>11.52% Pension</u>	<u>Insurance</u>	<u>Total</u>
Gibbs	43,014.40	3,290.61	4,955.26	18,012.96	69,273.23
Harrison	49,878.40	3,815.70	5,745.99	15,400.56	74,840.65
Kennedy	69,576.00	5,322.57	8,015.15	16,762.08	99,675.80
Whitworth	59,300.80	4,536.52	6,831.46	7,166.88	77,835.66
	221,769.60	16,965.40	25,547.86	57,342.48	321,625.34
					-132,436.61 Award
					189,188.73 Match



**Missouri Department of Public Safety  
Criminal Justice/Law Enforcement Unit**

P.O. Box 749, Jefferson City, MO 65101  
Telephone: 573-526-1928 Fax: 573-751-5399

**SUBAWARD AGREEMENT**

DATE 12/01/2021	
FEDERAL IDENTIFICATION NUMBER 2020-MU-BX-0059-F	CONTROL NUMBER 21
DUNS NUMBER 809094092	

SUBRECIPIENT NAME Jackson County Prosecutor's Office			
ADDRESS 415 East 12 <sup>th</sup> Street, Floor Room 100			
CITY Kansas City	STATE MO	ZIP CODE 64106	
TOTAL AMOUNT OF THE FEDERAL AWARD \$132,436.61		AMOUNT OF FEDERAL FUNDS OBLIGATED BY THIS ACTION \$132,436.61	
TOTAL AMOUNT OF FEDERAL FUNDS OBLIGATED TO THE SUBRECIPIENT \$132,436.61		TOTAL APPROVED COST SHARING OR MATCHING \$0.00	
PROJECT PERIOD FROM 07/01/2021	PROJECT PERIOD TO 06/30/2022	FEDERAL AWARD DATE 09/17/2020	
PROJECT TITLE FY 2021 JAG Non-DTF		FUNDED BY Edward Byrne Memorial Justice Assistance Grant (JAG)	
FEDERAL AWARDOING AGENCY Department of Justice	PASS THROUGH ENTITY Missouri Department of Public Safety	IS THIS AWARD R&D YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	INDIRECT COST RATE YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> AMOUNT
CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER 16.738		METHOD OF PAYMENT (Reimbursement -- Advanced) Reimbursement	

**CONTACT INFORMATION**

CJ/LE GRANT CONTACT		SUBRECIPIENT PROJECT DIRECTOR	
NAME Amelia Hentges	NAME Jean Peters-Baker	ADDRESS (If different from above) 415 East 12 <sup>th</sup> Street, Floor 11	
E-MAIL ADDRESS Amelia.Hentges@dps.mo.gov	CITY, STATE AND ZIP CODE Kansas City, MO 64106		
TELEPHONE (573) 522-4094	TELEPHONE (816) 881-3555	E-MAIL ADDRESS jpetersbaker@jacksongov.org	
PROGRAM MANAGER Joni McCarter			

**SUMMARY DESCRIPTION OF PROJECT**

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local government, including tribes, to support a broad range of activities to prevent and control crime based on their own state and local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems from for criminal justice, including for any one or more of the following program areas: 1) law enforcement programs; 2) prosecution and court programs; 3) prevention and education programs; 4) corrections and community corrections programs; 5) drug treatment and enforcement programs; 6) planning, evaluation, and technology improvement programs; and 7) crime victim and witness programs (other than compensation) and 8) mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

**AWARDING AGENCY APPROVAL**

**SUBRECIPIENT AUTHORIZED OFFICIAL**

TYPED NAME AND TITLE OF DPS OFFICIAL Sandra K. Karsten, Director		TYPED NAME AND TITLE OF SUBRECIPIENT AUTHORIZED OFFICIAL Frank White, Jr., County Executive	
SIGNATURE OF APPROVING DPS OFFICIAL	DATE	SIGNATURE OF SUBRECIPIENT AUTHORIZED OFFICIAL	DATE

**THIS SUBAWARD IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS SET FORTH  
ON THE ATTACHED SPECIAL CONDITION(S). BY SIGNING THIS SUBAWARD AGREEMENT THE SUBRECIPIENT IS  
AGREEING TO READ AND COMPLY WITH ALL SPECIAL CONDITIONS.**

GRANT PROGRAM FY 21 JAG-Non-DTF	SUBRECIPIENT Jackson County Prosecutor's Office
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<b>SUBAWARD AGREEMENT</b> <b>ARTICLES OF AGREEMENT</b>	

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### **Article I - Governing Directives**

The Subrecipient assures that it shall comply, and all its subcontractors as applicable shall comply, with the applicable provisions of the "RSAT Solicitation", the "DPS Financial and Administrative Guide", the "DPS Subrecipient Travel Guidelines", any applicable federal nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (VOCA) of 1984 (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act (JJDP) of 2002 (42 U.S.C. § 5672(b)); the Violence Against Women (VAWA) Act of 2013 (42 U.S.C. 13925(b)(13)); Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); 28 C.F.R. Part 31 (U.S. Department of Justice Regulations – OJJDP Grant Programs); 28 C.F.R. Part 42 (U.S. Department of Justice Regulations – Nondiscrimination; Equal Employment Opportunity; Policies and Procedures); Executive Order 13279 (equal protection of the laws for faith-based and community organizations); Executive Order 13559 (fundamental principles and policymaking criteria for partnerships with faith-based and other neighborhood organizations); 28 C.F.R. Part 38 (U.S. Department of Justice Regulations – Equal Treatment for Faith-Based Organizations); and 28 C.F.R. Part 54 (U.S. Department of Justice Regulations – Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance), and other applicable federal and state laws, orders, circulars, or regulations.

### **Article II - Compliance Training**

As a recipient of state funds, the Subrecipient is required to participate in any applicable Compliance Training hosted by the Missouri Department of Public Safety. The Compliance Training will be available online and the agency will be required to review the training and send in a certification that this was completed and submit it back with the signed subaward documents.

### **Article III - System for Award Management (SAM)**

The Subrecipient assures it has registered in SAM.gov prior to submitting an application and will continue to maintain an active SAM registration with current information at all times during which it has an active subaward. The Subrecipient understands that it must renew its SAM registration every 12 months and that the Missouri Department of Public Safety may not make a subaward or disburse monies to the Subrecipient unless the Subrecipient has an active SAM registration. SAM is a Federal Government owned and operated free website that centralizes information about grant recipients. Upon successful registration with SAM, the Subrecipient will be assigned a unique 5 character CAGE Code consisting of numbers and letters.

### **Article IV - Non-Supplanting**

The Subrecipient assures that federal and/or state funds made available under this subaward will not be used to supplant other federal, state, or local funds but will be used to increase the amount of funds that would, in the absence of these funds, be made available for the activities of this project.

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#### **Article V - Change in Personnel**

The Subrecipient agrees to notify, within a timely manner, the Missouri Department of Public Safety if there is a change in or temporary absence as it affects the 'My Profile' module, 'Contact Information' component, and/or 'Budget' component within WebGrants. The notification shall be sent through the 'Correspondence' component of WebGrants to the appropriate Internal Contact with the *Change of Information Form* attached.

#### **Article VI - Subaward Adjustments**

The Subrecipient understands that any deviation from the approved subaward must have prior approval from the Missouri Department of Public Safety. No additional funding shall be awarded to a Subrecipient (unless specifically notified by the Missouri Department of Public Safety of additional funding being awarded), but changes from one budget line to another budget line may be possible if the request is allowable and within the scope of the guidelines. Prior approval must be requested via the 'Subaward Adjustment' component of WebGrants.

#### **Article VII – Monitoring**

The Subrecipient agrees to maintain the records necessary to evaluate the effectiveness of the project. In addition, the Subrecipient assures that all documentation or records relating to this subaward shall be made available to monitoring representatives of the Missouri Department of Public Safety, the Office of Missouri State Auditor, the U.S. Department of Justice (DOJ), the DOJ Office of Inspector General, the Comptroller General of the United States, or any of their authorized representatives immediately upon request. The Subrecipient assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety shall prescribe, will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this subaward.

#### **Article VIII - Criminal Activity**

The Subrecipient assures to formally report to the Missouri Department of Public Safety within 48 hours of notification if an individual funded, in whole or in part, under this subaward is arrested for or formally charged with a misdemeanor or felony regardless if the criminal offense is related to the individual's employment. The Missouri Department of Public Safety reserves the right to suspend or terminate grant funding pending the adjudication of the criminal offense.

#### **Article IX - Reporting Potential Fraud, Waste, and Abuse**

The Subrecipient shall not make false statements or claims in connection with any funds subawarded by the Missouri Department of Public Safety. The result of such false statements or claims includes fines, imprisonment, and debarment from participating in state and federal grants or contracts, and/or other remedy by law. The Subrecipient must promptly refer to the U.S. Department of Justice, Office of Inspector General (OIG) and the Missouri Department of Public Safety (DPS) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or any other person has, in connection with funds under this subaward, either:

- (a) Submitted a claim that violates the False Claims Act; or
- (b) Committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

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Potential fraud, waste, abuse, or misconduct involving or relating to funds under this subaward must be reported to the OIG by one of the following methods:

Mail: Office of Inspector General  
U.S. Department of Justice, Investigations Division  
1425 New York Avenue, N.W., Suite 7100  
Washington, D.C. 20530  
Online: <https://oig.justice.gov/hotline/contact-grants.htm>  
DOJ OIG Fax: (202) 616-9881

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this subaward, must also be reported to the DPS by one of the following methods:

Mail: Missouri Department of Public Safety  
Office of the Director  
Attn: CJ/LE Unit  
P.O. Box 749  
1101 Riverside Drive  
Jefferson City, MO 65102-0749  
Email: [dpsinfo@dps.mo.gov](mailto:dpsinfo@dps.mo.gov)  
DPS Fax: (573) 751-5399

The Missouri Department of Public Safety reserves the right to suspend or terminate grant funding pending the review of a report of fraud, waste, or abuse relating to funds under this subaward.

#### Article X - Non-Disclosure Agreements

The Subrecipient understands it cannot require any employee or subcontractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department, the Missouri Department of Public Safety, or other agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the Subrecipient, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the non-disclosure of classified information.

In accepting this subaward, the Subrecipient:

- (a) Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or subcontractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or subcontractors from reporting waste, fraud, or abuse as described above; and

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- (b) Certifies that, if it learns or is notified that it is or has been requiring its employees or subcontractors to exercise agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the Missouri Department of Public Safety, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by the Missouri Department of Public Safety.

#### **Article XI - Protection from Reprisal for Disclosures**

The Subrecipient understands, pursuant to 41 U.S.C § 4712, an employee or subcontractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information that the employee or subcontractor reasonably believes is evidence of gross mismanagement of the funds under this subaward, a gross waste of the funds under this subaward, an abuse of authority relating to the funds under this subaward, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to the funds under this subaward.

#### **Article XII – Lobbying**

The Subrecipient understands and agrees that, in general, it cannot use any federal funds, either directly or indirectly, to support or oppose the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government. Furthermore, the Subrecipient understands and agrees that, in general, federal law prohibits federal funds from being used to pay any person to influence (or attempt to influence) with respect to the awarding of a federal grant or cooperative agreement.

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Subrecipient certifies and assures the following:

- (a) No federal appropriated funds may be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
- (b) If the Subrecipient's request for federal funds is in excess of \$100,000, and 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 grant or cooperative agreement, the Subrecipient shall complete and submit Standard Form – LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.

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**Article XIII - Fair Labor Standards Act:** All Subrecipients of federal funds will comply with the minimum wage and maximum hour's provisions of the Federal Fair Labor Standards Act.

**Article XIV - Employment of Unauthorized Aliens:** Pursuant to Section 285.530.1 RSMo, the Subrecipient assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, the Subrecipient shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

In accordance with Sections 285.525 to 285.550, RSMo a general contractor or subcontractor of any tier shall not be liable when such general contractor or subcontractor contracts with its direct subcontractor who violates subsection 1 of Section 285.530, RSMo if the contract binding the contractor and subcontractor affirmatively states that the direct subcontractor is not knowingly in violation of subsection 1 of Section 285.530, RSMo and shall not henceforth be in such violation and the contractor or subcontractor receives a sworn affidavit under the penalty of perjury attesting to the fact that the direct subcontractor's employees are lawfully present in the United States.

#### **Article XV - Employment Eligibility Verification**

The Subrecipient assures that it properly verifies the employment eligibility of individuals who are being hired, consistent with the provisions of 8 U.S.C. § 1324a(a)(1) and (2). As part of the recordkeeping for the subaward (including pursuant to the Part 200 Uniform Requirements), the Subrecipient agrees to maintain records of all employment eligibility verifications pertinent to compliance with this provision in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

#### **Article XVI - Human Trafficking**

The Subrecipient assures that it does not engage in severe forms of trafficking in persons, procurement of a commercial sex act, use of forced labor in the performance of the subaward, or acts that directly support or advance trafficking in persons.

#### **Article XVII – Minors**

The Subrecipient understands that if the purpose of some or all of the activities to be carried out under this subaward is to benefit a set of individuals under 18 years of age, the Subrecipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OJP website at <https://ojp.gov/funding/Explore/Interact-Minors.htm>.

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### **Article XVIII – Relationship**

The Subrecipient agrees that it will represent itself to be an independent Subrecipient offering such services to the general public and shall not represent itself or its employees to be employees of the Missouri Department of Public Safety. (This provision is not applicable to the Missouri Department of Public Safety or any of its divisions or programs.) Therefore, the Subrecipient shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc.

### **Article XXIX - Texting While Driving**

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Missouri Department of Public Safety encourages the Subrecipient to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

### **Article XX - Drug-Free Workplace**

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, as defined by 28 C.F.R. §§ 83.620 and 83.650:

The Subrecipient certifies and assures that it will, or will continue to, provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an on-going drug-free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;
  - (2) The Subrecipient's policy of maintaining a drug-free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of work funded by this subaward be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment funded by this subaward, the employee will:
  - (1) Abide by the terms of the statement; and
  - (2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction;

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- (e) Notifying the Missouri Department of Public Safety, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Subrecipients of convicted employees must provide notice, including position title of any such convicted employee, to the Missouri Department of Public Safety by one of the following methods:

Mail: Missouri Department of Public Safety  
Office of the Director  
Attn: CJ/LE Unit  
P.O. Box 749  
1101 Riverside Drive  
Jefferson City, MO 65102-0749

Email: [dpsinfo@dps.mo.gov](mailto:dpsinfo@dps.mo.gov)

- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is convicted:
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency; and
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

#### **Article XXI - Computer Networks**

The Subrecipient understands and agrees that funds subawarded may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography. Nothing in this provision limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, adjudication activities, or other law enforcement-or victim assistance-related activity.

#### **Article XXII - Noninterference with Federal Law Enforcement**

The Subrecipient understands that it may not prohibit or in any way restrict any government entity or official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. § 1373(a). The Subrecipient further understands that it may not prohibit or in any way restrict a government entity or agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in either 8 U.S.C. § 1373(b) or 1644.

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### **Article XXIII - Public Disclosure of Certain Law Enforcement Sensitive Information**

The Subrecipient understands that no funds from this subaward may be used to make any public disclosure of any federal law enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. Chapter 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. Chapter 12, without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. § 1071 or 1072 or of 8 U.S.C. § 1324(a).

### **Article XXIV - Noninterference with Federal Interrogation of Certain Aliens**

Consonant with federal law enforcement statutes and regulations, including 8 U.S.C. § 1357(a), under which certain federal officers and employees "have power without warrant...to interrogate any alien or persons believed to be an alien as to his right to be or to remain in the United States," and 8 C.F.R. 287.5(a), under which that power may be exercised "anywhere in or outside the United States", the Subrecipient understands it shall not interfere with the exercise of that power to interrogate "without warrant" (by agents of the United States acting under color of federal law) by impeding access to any State or local government correctional facility by such agents for the purpose of "interrogating any alien or person believed to be an alien as to his or her right to be or to remain in the United States".

### **Article XXV - Noninterference with Notice of Scheduled Release**

Consonant with federal law enforcement statutes, including 8 U.S.C. § 1231 (for an alien incarcerated by a State or local government, a 90-day "removal period" during which the federal government "shall" detain and then "shall" remove an alien from the U.S. "begins" no later than "the date the alien is released from...confinement"; also the federal government is expressly authorized to make payments to a "State or a political subdivision of the State...with respect to the incarceration of [an] undocumented criminal alien"); 8 U.S.C. § 1226 (the federal government "shall take into custody" certain criminal aliens "when the alien is released"); and 8 U.S.C. § 1366 (requiring an annual DOJ report to Congress on "the number of illegal alien [felons] in Federal and State prisons" and programs underway "to ensure the prompt removal" from the U.S. of removable "criminal aliens"), the Subrecipient understands it shall not interfere with the "removal" process by failing to provide, as early as practicable, advance notice to DHS of the scheduled release date and time for a particular alien, if the Subrecipient receives from DHS a formal written request pursuant to the INA that seeks such advance notice.

### **Article XXVI - Ensuring Access to Federally Assisted Programs**

The Subrecipient acknowledges that federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

### **Article XXVII - Enforcing Civil Rights Laws**

The Subrecipient acknowledges that all recipients of federal financial assistance, regardless of the particular source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, DOJ's Office for Civil Rights

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(OCR) investigates recipients that are the subject of discrimination complaints from both individuals and groups.

#### **Article XXVIII - Limited English Proficiency (LEP)**

The Subrecipient assures that, in accordance with the *Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 67 Fed. Reg. 41455 (2002) as it pertains to Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, recipients of federal financial assistance must take reasonable steps to ensure meaningful access to their programs and activities for persons with limited English proficiency (LEP). "Meaningful access" will generally involve some combination of oral interpretation services and written translation of vital documents. For more information, visit <https://www.lep.gov/>.

#### **Article XXIX - Equal Employment Opportunity Plan (EEOP)**

The Subrecipient agrees to comply with the applicable requirements of 28 C.F.R. Part 42, Subpart E., DOJ's Equal Employment Opportunity Program (EEOP) Guidelines. The Subrecipient will prepare an *EEO Utilization Report* if the Subrecipient (1) is a state or local government agency or any business; and (2) has 50 or more employees (counting both full and part-time employees but excluding seasonal employees, political appointees, and elected officials); and (3) receives a single award of \$25,000 or more from the Office of Justice Programs (OJP), Office on Violence Against Women (OVW), or Community Oriented Policing Services (COPS). The *EEO Utilization Report* must be prepared and submitted to DOJ's Office for Civil Rights (OCR) through OCR's online EEO Reporting Tool within 60 days of receipt of such federal subaward.

If the Subrecipient does not meet all the aforementioned criteria, the Subrecipient is exempt from preparing the *EEO Utilization Report*; however, all Subrecipients, regardless of their EEOP obligations, must complete the *Certification Form*, in which the Subrecipient declares its satisfaction of its obligations. The *Certification Form* must be prepared and submitted to DOJ's OCR through OCR's online EEO Reporting Tool within 60 days of receipt of such federal subaward.

To prepare the applicable *EEO Utilization Report* and/or *Certification Form* or for more information, visit <https://ojp.gov/about/ocr/eeop.htm>.

#### **Article XXX - Using Arrest and Conviction Records for Employment Decisions**

The Subrecipient understands the Office for Civil Rights (OCR) issued an advisory document for recipients of federal financial assistance on the proper use of arrest and conviction records in making hiring decisions. Refer to *Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964* (June 2013), available at [https://ojp.gov/about/ocr/pdfs/UseofConviction\\_Advisory.pdf](https://ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf).

Subrecipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the

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*Advisory*, Subrecipients should consult local counsel in reviewing their employment practices. If warranted, Subrecipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity (EEO) Plans.

#### **Article XXXI - Finding of Discrimination**

The Subrecipient assures that, in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin or sex against a Subrecipient of federal funds, the Subrecipient will forward a copy of the court judgment to the Missouri Department of Public Safety within 30 days of the court judgment date. The Missouri Department of Public Safety will act as the liaison in all civil rights matters with DOJ's Office for Civil Rights (OCR).

#### **Article XXXII - Unlawful Employment Practices**

The Subrecipient assures compliance with Section 213.055 RSMo in regards to non-discrimination in employment practices as it relates to race, color, religion, national origin, sex, ancestry, age, or disability.

#### **Article XXXIII - Discrimination in Public Accommodations**

The Subrecipient assures compliance with Section 213.065 RSMo in regards to non-discrimination in public accommodations as it relates to accommodations, advantages, facilities, services, or privileges made available in place of public accommodations.

#### **Article XXXIV - Fund Availability**

The Subrecipient understands all subawards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. It is understood and agreed upon that, in the event funds from federal and/or state sources are not appropriated and continued at an aggregate level sufficient to cover the costs under this subaward, or in the event of a change in federal and/or state law relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.

#### **Article XXV - Release of Funds**

The Subrecipient acknowledges no funds will be disbursed under this subaward until such time as all required documents are signed by the Subrecipient Authorized Official and Subrecipient Project Director and returned to the Missouri Department of Public Safety for final review and signature by the Director or his/her designee.

#### **Article XXXVI - Duplicative Funding**

The Subrecipient agrees that if it currently has an open award of federal and/or state funds or if it receives an award of federal and/or state funds other than this subaward, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this subaward, the Subrecipient will promptly notify, in writing, the Missouri Department of Public Safety. If so requested and allowed by the Missouri Department of Public Safety, the Subrecipient shall submit a Subaward Adjustment for a budget revision or program revision to eliminate any inappropriate duplication of funding.

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#### **Article XXXVII - OJP Financial Guide**

The Subrecipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.

#### **Article XXXVIII - Allowable Costs**

The Subrecipient understands that only allowable and approved expenditures will be reimbursed under this subaward. These monies may not be utilized to pay debts incurred by other activities. The Subrecipient agrees to obligate funds no later than the last day of the project period. (Funds are obligated when a legal liability to pay a determinable sum for services or goods is incurred and will require payment during the same or future period.) The Subrecipient also agrees to expend funds no later than the date identified in the "RSAT Solicitation". (Funds are considered to be expended when payment is made.) Any funds not properly obligated and/or expended will lapse. Any deviation from the approved subaward must have prior approval from the Missouri Department of Public Safety. The Subrecipient shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety. The Subrecipient certifies that all expendable and non-expendable property purchased funds under this subaward shall be used for approved project purposes only.

#### **Article XXXIX - Financial Reporting Requirements**

The Subrecipient agrees to complete and submit any financial reports required for this program as outlined in the "RSAT Solicitation". Failure to submit reports by the deadline dates may result in delay for reimbursement requests and/or cancellation of the subaward.

#### **Article XL - Program Income**

The Subrecipient agrees to account for program income generated by the activities of this subaward, and shall report receipts and expenditures of this income on the monthly Claim report. The Subrecipient understands that all program income generated as a result of this subaward shall be expended during the life of the project period, unless otherwise stated.

#### **Article XLI – Procurement**

The Subrecipient assures that all procurement transactions whether negotiated or competitively bid and without regard to dollar value shall be conducted in a manner to provide maximum open and free competition. In addition, the Subrecipient assures that all procurement transactions will meet the minimum standards set forth in the "DPS Financial and Administrative Guidelines" and identified here:

- (a) All quotations and the rationale behind the selection of a source of supply shall be retained, attached to the purchase order copy, and placed in the accounting files.
- (b) Purchases to a single vendor totaling less than \$10,000 may be purchased with prudence on the open market.
- (c) Purchases estimated to total between \$10,000 but less than \$100,000 to a single vendor, must be competitively bid, but need not be solicited by mail or advertisement.

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- (d) Purchases with an estimated total of \$100,000 or over to a single vendor shall be advertised for bids in at least two daily newspapers of general circulation in such places as are most likely to reach prospective bidders at least five days before bids for such purchases are to be opened.
- (e) Where only one bid or positive proposal is received, it is deemed to be sole source procurement.
- (f) Sole source procurement on purchases to a single vendor of \$10,000 and over requires prior approval from the Missouri Department of Public Safety.

#### **Article XLII - Buy American**

The Subrecipient acknowledges Sections 34.350-34.359 RSMo regarding the Missouri Domestic Products Procurement Act (or commonly referred to as the Buy American Act) and the requirement to purchase or lease goods manufactured or produced in the United States, unless exceptions to the Buy American Act mandate in Section 34.353 RSMo are met.

#### **Article XLIII - Buy Missouri**

The Subrecipient also acknowledges Sections 34.070 and 34.073 RSMo regarding the preference given to all commodities and tangible personal property manufactured, mined, produced, or grown within the State of Missouri and to all firms, corporations, or individuals doing business as Missouri firms, corporations, or individuals, or which maintain Missouri offices or places of business, when quality is equal or better and delivered price is the same or less, quality of performance promised is equal or better and the price quoted is the same or less, or when competing bids are comparable.

#### **Article XLIV - Debarment/Suspension**

The Subrecipient certifies, pursuant to nonprocurement debarment and suspension regulations implemented at 28 CFR Part 2867, and to other related requirements, that it and its principles:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this subaward been convicted of a felony criminal violation under federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, tribal, or local) transaction or private agreement or transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

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- (c) Have not within a three-year period preceding this subaward been convicted of a felony criminal violation under any federal law, unless such felony criminal conviction has been disclosed in writing to the Department of Justice at [ojpcompliance@usdoj.gov](mailto:ojpcompliance@usdoj.gov), and, after such disclosure, the Subrecipient has received a specific written determination from the Department of Justice that neither suspension nor debarment of the Subrecipient is necessary to protect the interests of the Government in this case;
- (d) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or
- (e) Have not within a three year period preceding this subaward had one or more public transactions (federal, state, tribal, or local) terminated for cause or default.

#### **Article XLV – Audit**

The Subrecipient agrees to comply with the organizational audit requirements of OJP Financial Guide, Chapter 3.19, Audit Requirements. This guidance states that non-federal entities that expend \$750,000 or more in federal funds (from all sources including pass-through subawards) in the agency's fiscal year (12-month turnaround reporting period) shall have a single organization wide audit conducted in accordance with the provisions of Title 2 C.F.R. Subpart F (§ 200.500 et seq.). The Subrecipient assures a copy of the financial audit report will be submitted to the Missouri Department of Public Safety within 60 days of the project period start date if it has met or exceeded this federal threshold.

#### **Article XLVI – Compensation**

The Subrecipient understands that federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the Subrecipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System. (The Subrecipient understands it may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

#### **Article XLVII - Suspension/Termination of Subaward**

The Missouri Department of Public Safety reserves the right to suspend or terminate any subaward entered into as a result of this subaward at its sole discretion and without penalty or recourse by giving written notice to the Subrecipient of the effective date of suspension or termination. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the Subrecipient under the subaward shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri.

In the event a subaward is suspended or permanently terminated, the Missouri Department of Public Safety may take action as deemed appropriate to recover any portion of the subaward funds remaining or an amount equal to the portion of the subaward funds wrongfully used.

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#### **Article XLVIII – Enforceability**

If a Subrecipient fails to comply with all applicable federal and/or state requirements governing these funds, the State of Missouri may withhold or suspend, in whole or in part, funds awarded under the subaward, or recover misspent funds following an audit. This provision is in addition to all other remedies provided to the State of Missouri for recovery of misspent funds available under all applicable state and federal laws.

#### **Article XLIX - Uniform Crime Reporting (UCR)**

The Subrecipient assures, where the project agency is a law enforcement agency, its law enforcement agency is in compliance with the state provisions of Section 43.505 RSMo relating to uniform crime reporting and will remain in full compliance for the duration of the project period.

On January 1, 2021, the FBI retired the UCR Program Summary System and replaced it solely with the National Incident Based Reporting System (NIBRS). To comply with section 43.505 RSMo, all MO law enforcement date must adhere to the state specific Missouri Incident Based Reporting System (MIBRS). Any agency that is not compliant after December 31, 2022, may be ineligible to receive state or federal funds.

#### **Article L - Vehicle Stops**

The Subrecipient assures, where the project agency is a law enforcement agency, its law enforcement agency is in compliance with the state provisions of Section 590.650 RSMo relating to vehicle stop reporting and will remain in full compliance for the duration of the project period.

#### **Article LI - Federal Equitable Sharing Funds**

The Subrecipient assures, where the project agency is a law enforcement agency, its law enforcement agency is in compliance with the state provisions of Section 513.653 RSMo relating to participation in the federal forfeiture system and the reporting of proceeds therefrom to the Missouri State Auditor.

#### **Article LII - Custodial Interrogations**

The Subrecipient assures, where the project agency is a law enforcement agency, its law enforcement agency is in compliance with the state provisions of Section 590.700 RSMo relating to custodial interrogations and has adopted a written policy to record custodial interrogations of persons suspected of committing or attempting to commit the felony crimes described in subsection 2 of this section.

#### **Article LIII - DWI Law – Law Enforcement**

The Subrecipient assures, where the project agency is a law enforcement agency, its law enforcement agency is in compliance with the state provisions of Section 43.544 RSMo relating to the "DWI Law" and has adopted a written policy to forward arrest information for all intoxication-related traffic offenses to the central repository as required by Section 43.503 RSMo.

**Article LIV - DWI Law – Prosecutors:** The Subrecipient assures, where the project agency is a county prosecutor's office or municipal prosecutor's office, its county prosecutor's office or municipal prosecutor's office is in compliance with Section 43.544 RSMo relating to the "DWI Law" and has adopted a written policy to forward all charge information for intoxication-related traffic offenses to the central repository as required by Section 43.503 RSMo.

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#### **Article LV - Project Requirements:**

The Subrecipient agrees the proposed project will conform to the criteria requirements outlined in the "RSAT Solicitation". In addition, the Subrecipient agrees to implement or continue to require urinalysis or other proven reliable forms of testing of individuals in correctional residential substance treatment programs, where such is required of the program. Such testing shall include individuals released from residential substance abuse treatment programs who remain in the custody of the State.

#### **Article LVI - Data Reporting Requirements**

The Subrecipient agrees to complete and submit any data or statistical reports required for this program as outlined in the "RSAT Solicitation". Failure to submit reports by the deadline dates may result in delay for reimbursement requests and/or cancellation of the subaward.

#### **Article LVII - Printed Materials**

The Subrecipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from the activities of this subaward shall contain the following (or similar) statement: "This project was supported by the Office of Justice Programs, U.S. Department of Justice's RSAT Formula Grant Program administered by the Missouri Department of Public Safety, Office of the Director. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the State or the U.S. Department of Justice."

#### **Article LVIII - Breach of Personally Identifiable Information**

The Subrecipient assures it has written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the activities of this subaward or (2) uses or operates a "Federal information system" (OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to the Missouri Department of Public Safety, Office of Director no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

#### **Article LIX - Time Records Requirement**

The Subrecipient assures that, **all** project personnel funded through this subaward will maintain timesheets that detail 100% of their time along with the activities/services provided. The timesheets must be signed by both the employee and the appropriate approving official. These timesheets must be provided to the Missouri Department of Public Safety upon request.

#### **Article LX - Body Armor**

The Subrecipient understands, if monies are requested and awarded for the purchase of body armor, that JAG funds may be used to purchase body armor but may not be used as the 50% match for purposes of BJA's Bulletproof Vest Partnership (BVP) Program. Further, the Subrecipient understands that body armor purchased with JAG funds may be purchased at any threat level, designation, make, or model from any distributor or manufacturer, as long as the body armor has been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab

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standards. Further, body armor or armor vests must also be "uniquely fitted vests". In addition, body armor purchased with JAG funds must be made in the United States.

#### **Article LXI - Body Armor Policy**

The Subrecipient understands, if monies are requested and awarded for the purchase of body armor, that the law enforcement agency must have a written "mandatory wear" policy in effect. Per the Bureau of Justice Assistance (BJA), there are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. **The Subrecipient will be required to forward a copy of such policy to the Missouri Department of Public Safety at the time of acceptance of the subaward.**

#### **Article LXII - Body-Worn Cameras**

The Subrecipient understands, if monies are requested and awarded for the purchase of body-worn cameras, that JAG funds may be used to purchase body-worn cameras but may not be used as the 50% match for purposes of BJA's Body-Worn Camera Policy and Implementation Program (BWC Program).

#### **Article LXIII - Body-Worn Camera Policy**

The Subrecipient understands, if monies are requested and awarded for the purchase of body-worn cameras, the law enforcement agency must have written policies and procedures in place related to equipment usage, data storage and access, privacy considerations, training, etc. [The Bureau of Justice Assistance (BJA) Body-Worn Camera (BWC) Toolkit, which can be found online at <https://bja.ojp.gov/program/body-worn-cameras-bwcs/overview>, provides model BWC policies and best practices to assist departments in implementing BWC programs.] **The Subrecipient will be required to forward a copy of such policy(s) to the Missouri Department of Public Safety at the time of acceptance of the subaward.**

#### **Article LXIV - Criminal Intelligence Systems**

The Subrecipient agrees that any information technology system funded or supported by OJP funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation.

#### **Article LXV - Duplication of Networks**

The Subrecipient assures that all equipment/software requested and purchased under this subaward must be compatible with the statewide system. All software, if applicable, must be compatible with the statewide criminal records system. All communication devices, if applicable, must be capable of operating in accordance with the guidelines established by the Missouri Homeland Security Advisory Council.

#### **Article LXVI - Mitigation Plan**

The Subrecipient agrees to fully comply with the Missouri Department of Public Safety's *Mitigation Plan for Clandestine Methamphetamine Laboratory Enforcement Operations*, where such grant-funded project is for a drug task force. No monies from this subaward may be obligated to support

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methamphetamine lab operations unless the Subrecipient agrees to this special condition and fully participates in implementation of the *Mitigation Plan*.

#### **Article LXVII - NEPA**

The Subrecipient agrees to assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these grant funds, either directly or indirectly. Accordingly, the Subrecipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the grant, the Subrecipient agrees to contact the Missouri Department of Public Safety, Office of Director.

The Subrecipient understands this condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity being conducted by the Subrecipient or any third party, and the activity needs to be undertaken in order to use these grant funds, this condition must first be met. The activities covered by this condition are:

- (a) New construction;
- (b) Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- (c) A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; and,
- (d) Implementation of a new program involving the use of chemicals other than chemicals that are a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments.
- (e) Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The Subrecipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

INTERLOCAL AGREEMENT  
BETWEEN THE COUNTY OF JACKSON,  
MISSOURI AND THE CITY OF KANSAS CITY,  
MISSOURI

This is a Memorandum of Understanding (MOU) outlining a proposed joint working agreement between the participating agencies to use all applicable regulations, statutes, and compliance mechanisms to effectively abate drug and crime related nuisance properties in Kansas City, Jackson County, Missouri.

This MOU is made and entered into this 27th day of May 2021, by and between the City of Kansas City, Missouri (CITY) and the County of Jackson, Prosecuting Attorney's Office (JCPA).

WHEREAS, this MOU provides a suitable mechanism for setting out the mutual responsibilities and obligations of the parties with respect to the establishment and operations of the Jackson County Drug Abatement Response Team (DART) Program; and

WHEREAS, each governing body agrees that the COUNTY shall serve as the fiscal agent for any funds distributed by the Missouri Department of Public Service; and

WHEREAS, each governing body finds that the performance of this MOU is in the best interests of all parties and that the undertaking will benefit the public; and

WHEREAS, each governing body agrees that the DART Program shall be continued under the administration and direction of the Jackson County Prosecutor's Office; and

WHEREAS, the term of this Agreement shall be for twelve (12) months commencing July 1, 2021 and terminating on June 30, 2022; and

WHEREAS, nothing in this agreement shall impose any liability for claims against the COUNTY; and

WHEREAS, each party to this agreement shall be responsible for its own actions in providing services under this agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by one or more of the parties; and

NOW, THEREFORE IT IS AGREED BY AND AMONG THE PARTIES THE FOLLOWING RESPONSIBILITIES:

JACKSON COUNTY PROSECUTING ATTORNEY'S OFFICE

- a. Will assign two Assistant Prosecuting Attorneys to oversee the filings of expedited evictions, public nuisances, asset forfeitures and related criminal matters.
- b. Will assign one Trial Team Leader to act as the DART coordinator, who will oversee the operation of DART.
- c. Will assign one paralegal and one investigator to DART.
- d. Will provide notice to property owners of criminal activity and potential litigation.
- e. Will conduct trainings for law enforcement personnel on civil tools to deter crime.
- f. Will collect citizen's complaints regarding drug properties and provide to KCPD.
- g. Will organize regular meetings to discuss problem properties.
- h. Will maintain records of all DART properties.

CITY OF KANSAS CITY, MISSOURI (Neighborhoods and Housing Services)

- a. Will provide a code enforcement officer to DART. The inspector will be housed within the JCPA offices for a minimum of 12 hours per week. Tentative work schedule is Mondays (12PM-3PM), Wednesday (7AM-3:30PM) and Thursdays (9AM-11:30AM) and subject to change.
- b. Will conduct inspections of properties connected to drug or criminal activity.
- c. Will conduct follow-up inspections on properties deemed uninhabitable.
- d. Will post properties as needed under Ch. 48 and 56 of the City's municipal codes.
- e. Will issue work access permits (when appropriate) to owners and/or residents of DART related cases.
- f. Will provide the necessary documentation for grant reporting purposes (i.e. timesheets, payroll expenditures, status of DART cases, etc.) by the designated deadline.

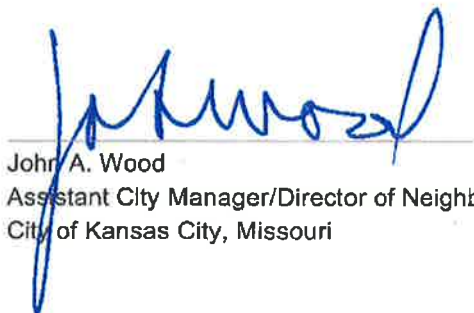
WHEREAS, the manner in which these services are rendered, the standards of performance, the discipline of the officers and employees, and other matters incident to the performance of these services and the control of personnel so employed, shall remain in the discretion of the respective governing bodies, as applicable, and shall be governed by their respective personnel rules; and

WHEREAS, by entering into this MOU, the parties do not intend to create any obligations express or implied other than those set out herein; further, this MOU shall not create any rights in any party not a signatory hereto.

We, the undersigned have read and agree with the MOU. Furthermore, we have reviewed the proposed project as outlined in Appendix A and commit to partnering under the terms of this agreement.



Jean Peters Baker  
County Prosecutor  
Jackson County Prosecutor's Office



John A. Wood  
Assistant City Manager/Director of Neighborhoods and Housing Services  
City of Kansas City, Missouri

## APPENDIX A

### DART: Purpose and History

The purpose of the DART program is to combat illegal drugs, violence and reduce the harm of criminal activity from Jackson County established a Drug Abatement Response Team (DART) in 1991. Jackson County DART is a collaborative, multi-jurisdictional team created to provide assistance to local citizens by identifying locations where crimes occur, working with homeowners and the community to prevent future crimes and when necessary using legal means to ensure the safety of our communities. Since the inception of Jackson County DART Program, over 9,400 drug houses have been removed from our community.

- a. Jackson County Prosecuting Attorney's Office (JCPA): JCPA is the chief law enforcement agency in Jackson County, Missouri. Led by County Prosecutor (Jean Peters Baker), the office has over 150 total staff which are responsible for prosecuting all criminal and civil cases on behalf of Missouri in the County of Jackson. The office averages filing over 10,000 charges a year based on crimes that occur in 14 different jurisdictions within Jackson County.
- b. City of Kansas City, Missouri (KCMO): is the largest city in Missouri and is the predominant city of a metropolitan area of more than two million people spanning the Missouri-Kansas border. It encompasses 316 square miles (820 km<sup>2</sup>) in parts of Jackson, Clay, Cass, and Platte counties. It is one of two county seats of Jackson County, the other being Independence, which is to the city's east. The Neighborhoods and Housing Services Department (Neighborhood Preservation Division) is responsible for inspecting and addressing property maintenance and/or nuisance related violations in an attempt to obtain voluntary compliance from homeowners or residents. If voluntary compliance is unsuccessful, other code enforcement actions will be administered including issuing summons or administrative citations to those who refuse to comply.