

TENTATIVE AGENDA
SCOTT COUNTY BOARD OF SUPERVISORS
September 3 - 7, 2018

Tuesday, September 4, 2018

Committee of the Whole - 8:00 am

Scott County COURTHOUSE* 400 W. 4th St. Davenport, IA 52801 (2nd Floor Room 258)

- ___ 1. Roll Call: Kinzer, Holst, Earnhardt, Knobbe, Beck

Presentation

- ___ 2. Quad City Flood Alliance - kick off presentation by Anthony Heddlesten, P.E., CFM with U.S. Army Corps of Engineers....8:00 a.m. (Item 2)

Facilities & Economic Development

- ___ 3. First of two readings of an ordinance to rezone a 3.56-acre tract, more or less, from "Agricultural-Preservation (A-P)" to "Single-Family Residential (R-1)" at the property located at 25600 195th Street, legally described as Part of the NW ¼ of the SE ¼ of Section 5 in LeClaire Township. (Item 3)

Human Resources

- ___ 4. Organizational Change Request for a Sex Offender Registry Specialist. (Item 4)
- ___ 5. United Way Incentive. (Item 5)
- ___ 6. Staff appointments. (Item 6)

Health & Community Services

- ___ 7. Update on Mental Health Region Activities...Lori Elam, Eastern Iowa MH/DS Region - Regional CEO

Finance & Intergovernmental

- ___ 8. Annual Violence Against Women grant contract. (Item 8)
- ___ 9. Governor's Traffic Safety Bureau Safety Grant Renewal. (Item 9)
- ___ 10. City of Buffalo tax abatement request. (Item 10)

***Courthouse rules apply. NO CELL PHONES ALLOWED IN COURTHOUSE.**

Other Items of Interest

___ 11. Beer/liquor license renewal for Mickey's Country Cafe.

___ 12. Adjourned.

Moved by _____ Seconded by _____
Ayes
Nays

Thursday, September 6, 2018

Regular Board Meeting - 5:00 pm

Scott County COURTHOUSE 400 W 4th St. Davenport, IA 52801 (Magistrate Court 1st Floor)

Quad Cities Flood Resiliency Alliance Workshop

Hosted by River Action, Inc.

2018 Upper Mississippi River Conference

Thursday, Oct. 25, 2018

2:30 - 5 p.m. ▪ \$25

Stoney Creek Hotel & Conference Center, Moline, Ill.



Featuring Mike Sutfin, Building & Zoning Official, Ottawa, Ill.; Co-founder in 2013 of Illinois Valley Flood Resiliency Alliance; Chair, Floodplain Management Committee - Illinois Association of Floodplain & Stormwater Managers; Member, Illinois River Coordinating Council; Member, Federal CRS Task Force

CONTROL FLOOD INSURANCE COSTS!

Learn how residents, businesses and local government and other agencies in your part of our Upper Mississippi River watershed can take action to reduce flood insurance costs, reduce flood losses, and prepare for future flood events.

Workshop includes the following:

- * Why and how to join
- * Basics of a flood resiliency alliance
- * Benefits of joining a flood resiliency alliance
- * FEMA/NFIP Community Rating System (CRS)
- * Flood insurance discounts
- * Creditable activities
- * Loss avoidance
- * Flood damage prevention ordinances
- * Risk communication
- * Local participation
- * Available state programs and staff
- * Solicit private sector investment
- * Find available state/federal funding
- * And more...

Register now for this workshop at www.riveraction.org/UMRC or call 563-322-2969

PLANNING & DEVELOPMENT

600 West Fourth Street
Davenport, Iowa 52801-1106
E-mail: planning@scottcountyiaowa.com
Office: (563) 326-8643 Fax: (563) 326-8257



Item #3
9/4/18

Timothy Huey
Director

To: Mahesh Sharma, County Administrator

From: Timothy Huey, Planning Director

Date: August 27, 2018

Re: Approval of the first of two readings of an ordinance to rezone a 3.56-acre tract, more or less, from "Agricultural-Preservation (A-P)" to "Single-Family Residential (R-1)" at the property located at 25600 195th Street, legally described as Part of the NW ¼ of the SE ¼ of Section 5 in LeClaire Township

The Planning Commission unanimously recommended approval of the rezoning in accordance with staff's recommendation. Even though this property is zoned Ag-Preservation it is shown in an area on the Future Land Use Map as anticipated for residential development and also an area to be considered for annexation into the City of LeClaire. The rezoning is intended to allow further subdivision to create two (2) additional home sites to the west of the existing residence on the property.

The Planning Commission will be reviewing the applicant's minor subdivision submittal at the September 4 Planning Commission meeting. That minor plat proposes to subdivide the property into three lots which would create two additional building sites in this location with access to Forest Grove Road/195th Street. Approval of this rezoning would be a prerequisite prior to approval of any replat of this property.

At the rezoning public hearing the Planning Commission discussed the fact that even though this property was zoned A-P it was an existing residential property that had no ag use and it was in an area where all of the adjacent farmland was zoned A-G and was shown on the Future Land Use Map as anticipated for residential development. Furthermore it had existing golf courses on three sides and the City of LeClaire did not express any interest in annexing the property.

The Commission determined that the request met a preponderance of the other criteria of the land use policies to allow this rezoning so that the proposed subdivision of the property to allow two additional residences could be submitted.

PLANNING COMMISSION RECOMMENDATION: The Planning Commission recommends approval of the request to rezone this property from Agricultural-Preservation (A-P) to Single-Family Residential (R-1) based on its compliance with a preponderance of the criteria of the Revised Land-Use Policies

Vote: All Ayes (5-0)

Prepared by: Scott County Planning and Development, 600 West Fourth Street, Davenport Iowa

SCOTT COUNTY ORDINANCE NO. 18-_____

AN ORDINANCE TO AMEND THE ZONING MAP BY REZONING APPROXIMATELY 3.56 ACRES IN SECTION 5, LECLAIRE TOWNSHIP FROM AGRICULTURAL-PRESERVATION (A-P) TO SINGLE-FAMILY RESIDENTIAL (R-1), ALL WITHIN UNINCORPORATED SCOTT COUNTY.

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF SCOTT COUNTY
IOWA:

Section 1. In accordance with Section 6-31 Scott County Code, the following described unit of real estate is hereby rezoned from Agricultural-Preservation (A-P), to Single-Family Residential (R-1) to-wit:

Part of the Northwest Quarter of the Southeast Quarter of Section 5, Township 78 North, Range 5 East of the 5th P.M., Scott County, Iowa, particularly described as follows: Beginning at the Northwest corner of the Southeast Quarter of Section 5; thence South on the West line of the Southeast Quarter of said Section 5 a distance of 652.5 feet to the center line of the existing Township Road; thence South 89 degrees 15 feet East along the center line of said Township Road for a distance of 314.15 feet; thence South 70 degrees 30 feet East along the center line of said Township Road a distance of 246.84 feet; thence North parallel to the West line of the Southeast Quarter of said Section 5 a distance of 366 feet; thence West parallel to the North line of the Southeast Quarter of said Section 5 546.81 feet to a point on the West line of the Southeast Quarter of said Section 5 thence South to the point of beginning containing 5 acres, more or less, and subject to existing public highway.

Section 2. This ordinance changing the above described land to Residential Single-Family (R-1) is approved as recommended by the Planning and Zoning Commission.

Section 3. The County Auditor is directed to record this ordinance in the County Recorder's Office.

Section 4. Severability Clause. If any of the provisions of this Ordinance are for any reason illegal or void, then the lawful provisions of the Ordinance, which are separate from said unlawful provisions shall be and remain in full force and effect, the same as if the Ordinance contained no illegal or void provisions.

Section 5. Repealer. All ordinances or part of ordinances in conflict with the provisions of the Ordinance are hereby repealed.

Section 6. Effective Date. This Ordinance shall be in full force and effect after its final passage and publication as by law provided.

Approved this ____ day of _____ 2018.

Tony Knobbe, Chair
Scott County Board of Supervisors

Roxanna Moritz, County Auditor

TIM LANE
Scott County Sheriff

Item #4
9/4/18

SHAWN ROTH
Chief Deputy Sheriff



BRYCE SCHMIDT
Chief Deputy Sheriff

EMERGENCY 9-1-1
(563) 326-8625
(563) 326-8689 (FAX)

400 West 4th Street
Davenport, Iowa 52801-1104

www.scottcountyiowa.com/sheriff
sheriff@scottcountyiowa.com

Date: September 4, 2018

Memo To: Board of Supervisors

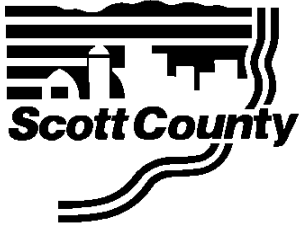
From: Sheriff Lane

REF: Organizational Change Request for a Sex Offender Registry Specialist

I am requesting an organizational change by adding a Sex Offender Registry Specialist to the Sheriff's Office. Currently Scott County has the second most sex offenders per county in the State of Iowa. The Sheriff's Office is responsible for registering 421 sex offenders annually, bi-annually or quarterly and when status changes occur. If a sex offender is homeless, registration is required weekly. There are also 123 additional sex offenders from Scott County waiting to come out of the Iowa prison system, so more are consistently added. Because of the large volume of registrants, there is a significant burden on our Criminal Investigation Division detectives. Adding the Sex Offender Registry Specialist will free up the detectives to investigate assigned crimes rather than complete registries and the corresponding paperwork.

The Hay Committee met on August 22nd and assigned the Hay Points of 177 to the Sex Offender Registry Specialist position. That equates to an annual salary of \$36,920 or a starting rate of \$17.75 per hour. The budgetary impact of this full time position is \$60,888 annually with benefits for a family plan.

Typically departmental requests for changes to its table of organization are included with its annual budget request but, according to Policy D. Classification and Compensation, with situations where the requested change provides greater efficiency of operation, adjustments to a department's table of organization outside of the budget review process is an acceptable exception. This request meets the Policy D. exception criteria. This position was previously performed by a senior volunteer who donated numerous hours of dedicated service to Scott County.



DRAFT

SCOTT COUNTY JOB DESCRIPTION

Class Title: Sex Offender Registry Specialist
Working Title: Same
Department: Sheriff – Sheriff’s Office Administration
Hay Point Value: TBD

Job Summary

Under supervision, registers and maintains sex offender registry records as required by state code. Obtains information from and registers new sex offenders as well as updates information for current registrants. Monitors offender status in regards to warrant or incarceration status. Assists with sex offender compliance checks as necessary.

Relationships

Reports to: Sergeant – Criminal Investigation Division
Supervises: N/A
Works with: Sheriff’s Office employees, other County employees, outside agencies/jurisdictions, and members of the public.

Physical/Environmental Conditions

Indoor office environment in a primarily secure area. May be exposed to angry, rude and/or violent behavior due to offender contact.

Major Duties/Performance Measures

1. Registers new sex offenders and updates information for current offenders in the Iowa Sex Offender Registry (ISORD) database and when necessary, completes hand written registrations when ISORD is off-line. Updates changes in New World System report writing database.
2. Communicates with surrounding Iowa and Illinois law enforcement and probation/parole agencies to share information on the movement and activity of sex offenders between communities.
3. Collects buccal swab DNA, photographs, and escorts new sex offenders to the jail to be

fingerprinted.

4. Maintains and updates ISORD's monthly verification list. Ensures required offenders appear in person during their respective verification month. Reports offenders who fail to appear to Detectives.
5. Monitors and provides Detectives updated lists of current sex offenders who are incarcerated or have Scott County warrants issued for them.
6. Assists in preparation and implementation of Scott County Sheriff's Office Sex Offender Compliance Check/Sweeps by collecting and providing offender information packets and pictures. Organizes and sorts packets in specific order to aide Deputies in locating offenders efficiently.
7. Accompanies and assists Detectives with compliances checks out of the office, including checking addresses provided by the offenders to ensure they are residing at given addresses.
8. Maintains accurate electronic and hard copy files of Scott County sex offenders.
9. Maintains accurate and up-to-date statistics of registrations, compliance checks, and arrests for non-compliance.
10. Utilizes Scott County GIS Mapping to check addresses for compliance with the SOR residency restriction.
11. Uses NCIC to run vehicle and driver's license information and to check wanted status on sex offenders.
12. Participates in the Scott County Sex Offender Task Force monthly meetings and provides offender registration information. Receives updates from other local law enforcement and non-law enforcement agencies.
13. Attends IOSRD annual symposium to remain current and shares information with law enforcement agencies across the state of Iowa.
14. Maintains supplies necessary to perform SOR tasks.
15. Provides back up for Clerk III as required.
16. Perform other job-related duties as necessary or assigned.

Background Requisites

Education:

High School diploma or GED equivalent required. Must obtain Certification in ISORD Registration within thirty (30) days of hire. Must pass the NCIC certification test within six (6)

months of hire.

Work Experience:

Two (2) years of clerical experience. Customer service experience preferred.

Essential Skills:

- Ability to utilize effective written, verbal and listening communication skills.
- Ability to exercise tact, courtesy, diplomacy and patience in dealing with members of the public, co-workers, outside agencies and County staff.
- Knowledge of applicable codes and regulations regarding the ISOR.
- Ability to operate general office equipment including: fax machine, computer, calculator, camera, photocopier, and scanner.
- Possess ability to effectively utilize basic computer skills in word processing, electronic spreadsheet and database applications.
- Possess ability to organize tasks to meet shifting priorities.
- Ability to maintain security and confidentiality of information.
- Ability to work independently under general supervision.
- Ability to exemplify, by his or her actions, the County's PRIDE philosophy.

Physical/Mental Ability Requirements

Incumbent frequently performs tasks while sitting or standing. Occasionally incumbent will lift objects weighing up to five (5) pounds and carry them up to ten (10) feet. Incumbent frequently performs data entry, utilizing a computer.

Prepared by: _____ Date _____

Approved by: _____ Date _____

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 6, 2018

APPROVAL OF THE ORGANIZATIONAL CHANGE REQUEST TO ADD THE SEX
OFFENDER REGISTRY SPECIALIST IN THE SHERIFF'S OFFICE.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the organizational change request to add the Sex Offender Registry Specialist in the Sheriff's Office is hereby approved as presented.
- Section 2. This resolution shall take effect immediately.

HUMAN RESOURCES DEPARTMENT

600 West Fourth Street
Davenport, Iowa 52801-1030

Ph: (563) 326-8767 Fax: (563) 328-3285
www.scottcountyiowa.com



Date: August 28, 2018
To: Mahesh Sharma, County Administrator
From: Mary J. Thee, Human Resources Director/Asst. County Administrator
Subject: United Way incentive

In 2002, 2011, 2015, 2016 & 2017 the County provided an incentive to employees in order to increase participation in United Way giving. The committee is requesting that once again we provide an incentive to raffle 8 hours of floating holiday time to individuals who contribute a minimum of \$52 in the annual United Way pledge drive. The past experience is that this incentive has demonstrated that increased giving to United Way. One employee's name would be drawn at a December Committee of the Whole and they would receive 8 hours of floating holiday time to be used by June 30, 2019.

Cc: Debbie Dierkes - United Way Co-Chair
Deb Blad - United Way Co-Chair

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 6, 2018

APPROVING EMPLOYEE INCENTIVE FOR UNITED WAY BY RAFFLING 8 HOURS
OF FLOATING HOLIDAY

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That one employee may be awarded 8 hours of floating holiday via a raffle for United Way participants to be used by June 30, 2019.

Section 2. This resolution shall take effect immediately.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 6, 2018

APPROVAL OF STAFF APPOINTMENTS

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The hiring of Emily Lindbom for the position of Correction Officer in the Sheriff's Office at the entry level rate.

Section 2. The hiring of Brandi Williams for the position of part-time Custodial Worker in Facilities & Support Services at the entry level rate.

TIM LANE
Scott County Sheriff

Item #8
9/4/18

SHAWN ROTH
Chief Deputy Sheriff



BRYCE SCHMIDT
Chief Deputy Sheriff

EMERGENCY 9-1-1
(563) 326-8625
(563) 326-8689 (FAX)

400 West 4th Street
Davenport, Iowa 52801-1104

www.scottcountyiowa.com/sheriff
sheriff@scottcountyiowa.com

Date: September 4, 2018
Memo To: Board of Supervisors
From: Sheriff Lane
REF: Violence Against Women Grant Contract

Attached is the annual Violence Against Women (VAW) Grant contract for fiscal year 2018. This grant reimburses almost the entire salary for one deputy sheriff in the Criminal Investigations Division, who focuses his time on domestic, stalking and sexual assault cases. This year's grant award is \$59,848 with a match amount of \$19,950 which is the same amount as in fiscal year 2018. The benefits paid by Scott County are used as the matching funds for the grant.

I can make myself available for questions.

Thank you.

THOMAS J.
ATTORNEY

Janelle
Melohn
DIVISION
DIRECTOR



IOWA DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL
CRIME VICTIM ASSISTANCE DIVISION

Subcontract #VW-19-10-CJ

321 E. 12th STREET
DES MOINES, IA 50319
Main: 515-281-5044
www.iowaattorneygeneral.gov

THIS AGREEMENT (hereinafter Subcontract) is entered into by and between the Crime Victim Assistance Division of the Iowa Department of Justice through their **Victim Services Support Program, Lucas State Office Building, 321 East 12th Street, Des Moines, IA 50319** (hereinafter “Department”), and **Scott County Sheriff’s Department, 400 West 4th Street, Davenport, IA 52801** (hereinafter Program).

This Subcontract for substantive programmatic work is issued under a prime grant awarded to the Department by the U.S. Department of Justice on Violence Against Women Formula Grants; CFDA# 16.588.

Now therefore, in consideration of the mutual agreements contained herein, the parties agree this subcontract will be performed in accordance with the following conditions:

GENERAL CONDITIONS

1. **SCOPE OF WORK/STATEMENT OF WORK:** The Program agrees to use its best efforts to perform the work for the program or project entitled, “*Scott County Sheriff’s Office Liaison Program*” described in Exhibit A.
2. **PERIOD OF PERFORMANCE:** The period of performance for this project/program is effective **July 1, 2018 through June 30, 2019.**
3. **PROJECT COSTS:** Department agrees to reimburse the Program for actual costs incurred in the performance of the project in an amount not to exceed **\$ 59,848.** Expenditures in excess of this amount are not authorized, unless amended by mutual written agreement of the parties. See Exhibit B.
4. **MATCH:** The Program shall provide as a minimum **\$19,950** in matching funds. Matching funds can be cash or in-kind and must be acceptable by the Department with sufficient documentation as evidence of such match. No match can be from other federal sources. See Exhibit B.
5. **KEY PERSONNEL:** The project director for this project is **Captain Joe Caffery** who shall be responsible for the direction of the work to be performed under this program/project. If, for any reason, the project director is not able to continue to serve as the project director, Program must notify Department in writing, prior to hiring and must provide candidate’s resume. If a mutually acceptable successor is not available Program and/or Department shall have the option to terminate said program in accordance with Department’s termination policy contained here within. Other personnel considered key personnel includes: the executive director, fiscal director, department heads, supervisors or any other personnel who are directly associated with this program. Should a vacancy of key personnel, other than the project director, occur during this grant cycle, Department expects Program to engage in standard hiring practices to hire the most qualified person available for

any open positions. Hiring underqualified or unqualified persons in key positions could jeopardize Program's provision of high quality victim services.

The community specialist assigned to this Subcontract is **Regina Young** who shall be responsible for the direction of the work to be performed on this Subcontract. Any notices or requests for changes to this Subcontract shall be sent to the community specialist in writing, via Iowagrants.gov, the US Mail or email.

6. **ALLOWABLE COSTS AND PAYMENT:** Department will reimburse the Program for direct costs and indirect costs (if applicable) incurred in the performance of this Subcontract, provided that:
 1. The submitted claim represents the approved budget as shown in Exhibit B.
 2. Such costs were allowable by terms of this Subcontract and the Uniform Guidance (2 CFR 200) and the applicable funding sources.
 3. Such costs are incurred in accordance with Program's established policies and procedures, consistently applied.

7. **ITEMIZED CLAIMS:** The Program agrees to submit claims for actual costs incurred through Iowagrants.gov either monthly or quarterly and adhere to this frequency throughout the term of the subcontract. Claims are due within 30 days following the end of the claim period.

Program will submit claims X monthly or ____ quarterly (check one).

The Department agrees to make payment in compliance with the approved budget (Exhibit B) or any amended budgets. The Program shall comply with Department's reimbursement procedures by using Department claim/expense forms, as applicable. In addition, Program must adhere to the supporting documentation requires as outlined in Program's Risk Assessment, see Exhibit C.

8. **CONFLICTS OF INTEREST:** Any key personnel, or any other person associated with this program must disclose in writing any real or perceived conflicts of interest regarding this program. Department will not allow the direct hire or supervision of any immediate family member in any employment position that is funded by this Subcontract. Any deviations to this restriction must be approved in writing in advance by the assigned community specialist.

9. **REPORTS:** The Program shall prepare and submit the following reports, as applicable to the Department:

Report	Submission Instructions	Due By:
Bi-annual report	All programs, all funding sources Reports are submitted via Iowagrants.gov. Bi-annual reporting periods: 7/1/2018 to 12/31/2018 1/1/2019 to 6/30/2019	February 15, 2019 August 15, 2019
VAWA (Violence Against Women or VA)	Subgrantee report is for calendar year 2018. Instructions and report template can be found on the VSS website*	February 15, 2019

* <https://www.iowaattorneygeneral.gov/for-crime-victims/victim-services-support-program/performance-reports-for-funded-programs/>

10. **CHANGES IN OBJECTIVES/GOALS/SCOPE OF WORK/PROGRAM ADMINISTRATION:**

Changes in objective or scope of work or significant programmatic administration shall not be made without prior written approval of the Department. Programmatic administration means delivery of services, service areas, program hours, program offices, key staff/advocates, etc.

11. **BUDGET ADJUSTMENTS:** The Department shall administer and disperse the funds for this Subcontract contingent upon their availability. This Subcontract may be adjusted to reflect changes in the amount funded as determined by the Department. Program will adhere to the approved budget (Exhibit B). Any deviation from the approved budget requires prior written approval from Department.

12. ADMINISTRATION, ACCOUNTS, RECORDS, AUDITS:

- 1)** The Department shall monitor the services and operation of the Program for compliance with this Subcontract. The Department shall have immediate access to records pertaining to the Subcontract during working hours with or without notice.
- 2)** The Program shall retain all financial records, supporting documents, statistical records and all other records sufficient to reflect properly all direct, indirect and match charges, for at least three years following the closure of the most recent audit report.
- 3)** Program will forward a copy of its most recent audit by March 31, of each year to:
Accounting Department
Crime Victim Assistance Division
Lucas State Office Building
321 East 12th Street
Des Moines, IA 50319

13. EQUIPMENT: Any equipment detailed in the project budget (Exhibit B) and purchased from these funds shall be maintained properly and shall be the property of the Program unless Department notifies in writing otherwise. Capitalized equipment, as defined by the federal government, shall be handled in accordance to federal regulations § 200.313.

14. TERMINATION:

Termination on notice by the Department. Following 30 days' written notice, the Department may terminate this Subcontract for convenience without the payment of any penalty or incurring any further obligation to the non-terminating party. Following termination upon notice, the Department will pay the Program, upon submission of invoices and proper proof of claim, for services provided under this Subcontract up to and including the date of termination, minus any funds owed the Department.

Termination for cause by the Department. The Department may declare the Program to be in default of its obligations under this Subcontract when any of the following events occurs: (1) The Program fails to observe and perform any covenant, condition or obligation created by the Subcontract; (2) The Program fails to make substantial and timely progress toward performance of the Subcontract; or (3) The Program's work product and services fail to conform with the requirements of this Subcontract.

Notice of default. If there is a default event that the Program can cure, the Department must provide written notice to the Program requesting that the breach or noncompliance be immediately remedied. If the breach or noncompliance continues 10 days beyond the date of the written notice, the Department may immediately terminate the Subcontract without additional written notice or enforce the terms and conditions of the Subcontract and seek any legal or equitable remedies. In either event, the Department may seek damages due to the breach or failure to comply with the terms of the Subcontract.

Termination by the Department due to lack of funds or change in law. Despite anything in this Subcontract to the contrary, and subject to the limitations, conditions, and procedures set forth below, the Department may terminate this Subcontract without penalty by giving 60 days' written notice to

the Program if any of the following occurs: (1) The legislature or governor fails to appropriate funds sufficient to allow Judicial to operate as required and to fulfill its obligations under this Subcontract; (2) If funds are de-appropriated or not allocated; (3) If the federal government reduces or eliminates the federal grant; (4) If the Department's authorization to operate is withdrawn or there a material alteration in the programs administered by the Department; or (5) If the Department's duties are substantially modified.

The Program's remedies if the Department terminates the Subcontract due to lack of funds or change in law. If the Department terminates this Subcontract due to lack of funds or change in law as provided above, the Program's exclusive, sole, and complete remedy is the payment for services completed prior to and including the date of termination.

The Program's duties on termination. When the Program receives the Department's notice of termination for any reason allowed under this Subcontract, the Program must cease all work under this Subcontract except any work that the Department directs the Program to perform and comply with the Department's instructions for the timely transfer of any active files and related work product.

Termination on notice by the Program. Following 30 days' written notice, the Program may terminate this Subcontract for convenience without the payment of any penalty or incurring any further obligation to the non-terminating party. Following termination upon notice, the Department will pay the Program, upon submission of invoices and proper proof of claim, for services provided under this Subcontract up to and including the date of termination, minus any funds owed the Department.

Set off. Should the Department obtain a money judgment against the Program because of a default under this Subcontract, the Program consents to such judgment being set off from moneys owed the Program by the State of Iowa or any other agency of the State of Iowa under any other Subcontract.

15. INDEMNIFICATION: The Program agrees to defend, indemnify and hold the State of Iowa, Department, and the Attorney General's Office harmless from any or all liabilities.

- Any Violation of this Agreement by the Program; or
- Any negligent acts or omissions of the Program; or
- The Program's performance or attempted performance of this Agreement; or
- Any failure by the Program to comply with all local, state and federal laws and regulations.

16. INSURANCE: The Program represents it has adequate liability insurance, such protection being application to officers, employees, and agents while acting within the scope of their employment by Program.

17. MODIFICATION: Any agreement to change the terms of this Subcontract in any way shall be valid when the change is made in writing and approve by authorized representatives of the parties hereto.

18. REPRESENTATIVES: Program contacts are listed in iowagrants.gov. Program is to notify Department of changes to the programmatic or contractual/fiscal contacts. Department’s contractual contact is Lori Miller at lori.miller@ag.iowa.gov; 515-725-4130 or by US mail: Lucas State Office 321 East 12th Street, Des Moines, IA 50319.

19. CORRECTIVE ACTION : If applicable, are listed in Exhibit D.

20. SPECIAL CONDITIONS: The Special Conditions, if any, are attached Exhibit e and by reference incorporated herein, apply to this Subcontract, and in case of any conflict between the General Conditions, the Special Conditions will prevail.

21. CERTIFIED ASSURANCES: See Exhibit F. CVAD, Programmatic and federal assurances require Program signatures as applicable.

APPROVED AND AGREED

PROGRAM: IOWA DEPARTMENT OF JUSTICE

By: _____ By: _____

(Authorizing Signature) (Authorizing Signature)

Tony Knobbe Lori Miller

(Name) (Name)

Chairman, Scott County Board of Supervisors Program Administrator

(Title) (Title)

(Date) (Date)

Exhibit A

Scope of Work/Statement of Work

Funding in this Agreement is to strengthen responses to violence against women victims (domestic abuse, dating violence, teen and adult sexual assault and stalking victims) accessing the criminal justice system.

Develop and strengthen effective:

- Law enforcement strategies in the response, documentation and investigation of cases involving violence against women victims (dating violence, domestic violence/abuse, teen and adult sexual assault, and stalking),
- Improve training and technical assistance to law enforcement and their allied partners to improve the response, documentation and investigation of cases involving crimes against women.
- The purpose of the Liaison Deputy Program is to investigate and help prosecute domestic violence and crimes against women. During the investigative process, the liaison deputy is working with not only the victim, but advocates and counselors to ensure the victim is receiving the services they need. The deputy also stays in close contact with the judges who hear domestic abuse cases and maintains channels of communication with all aspects of the judicial system, to better serve the victims. Because the victim's case is a priority to the liaison deputy and because the liaison deputy works to investigate and help prosecute the crimes, crimes of violence against women are a priority.
- The Scott County Sheriff's Office uses the VAWA Performance Indicators/Statistics spreadsheet to track calls for service, arrests and referrals to other agencies. This information is gathered by the liaison deputy from the reports taken from the responding deputy for calls of service and their reports. The liaison deputy and Family Resources staff have been working closely to ensure that referrals are made to meet victims' needs. It is a goal of the liaison deputy to increase the number of follow up calls with reviewed sexual assault, child abuse and domestic violence cases by 25 per quarter, with a total of 100 follow up calls per year. As of March 31, 2018 or through three quarters of the year, the liaison deputy has already made 107 follow up calls.

Exhibit B

Budget

Title of Position (Job Title)	Work Hours/Wk	Direct Service %	VAWA: 2017-WF-AX-0050	VA/VOCA	Match Amount	Match Source
Liaison Deputy	40.0	100.0%	\$59,848.00	\$0.00	\$19,950.00	Scott County funds
			\$59,848.00	\$0.00	\$19,950.00	

	VSS	VAWA:2017-WF-AX-0050	Match Amount	Match Source	Scott County
Payroll		\$42,226.00	\$0.00	\$15,557.00	Sheriff's Office funds
Benefits		\$17,622.00	\$0.00	\$4,393.00	Sheriff's Office funds
Travel and Training		\$0.00	\$0.00	\$0.00	N/A
Contracted Services		\$0.00	\$0.00	\$0.00	N/A
Equipment		\$0.00	\$0.00	\$0.00	N/A
Repairs and Maintenance		\$0.00	\$0.00	\$0.00	N/A
Rent		\$0.00	\$0.00	\$0.00	N/A
Utilities		\$0.00	\$0.00	\$0.00	N/A
Communications		\$0.00	\$0.00	\$0.00	N/A
Advertising		\$0.00	\$0.00	\$0.00	N/A
Supplies		\$0.00	\$0.00	\$0.00	N/A
Insurance		\$0.00	\$0.00	\$0.00	N/A
Other - Direct Client Assistance		\$0.00	\$0.00	\$0.00	N/A
Other		\$0.00	\$0.00	\$0.00	N/A
Totals		\$59,848.00	\$0.00	\$19,950.00	

Exhibit C
Financial Risk Assessment N/A

Exhibit D
Corrective Action N/A

Exhibit E
Special Conditions N/A

CVAD Certified Assurances and Compliance

The following certified assurances and compliance regulations are applicable to all CVAD funded projects, programs and/or agencies.

1. Crime Victim Assistance grant funds under any federal funding source (including but not limited to Victims of Crime Act, STOP Violence Against Women, Family Violence Prevention & Services Act and Sexual Abuse Services Program) will enhance or expand victim services and will not **supplant** state or local funds appropriated for crime victim services.

2. Will maintain confidentiality of client-counselor information as required by state and federal law.

3. Civil Rights and Non Discrimination

The Subgrantee understands that the applicable statutes pertaining to civil rights will include section 601 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); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);

The Subgrantee understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, may also apply to other awards.

In the event that 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, sex, age, or disability against the program, the program will forward the findings to the U.S. Department of Justice, Office of Justice Programs, Office for Civil Rights (OCR), and the Iowa Attorney General's Office, Crime Victim Assistance Division (CVAD).

Subgrantee will comply, and all its contractors and subgrantees will comply, with any applicable federal **nondiscrimination requirements**, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 as amended (29 U.S.C. § 791); the Americans Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); 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. pt. 42 (U.S. Department of Justice Regulations – Nondiscrimination; Equal Employment Opportunity; Policies and Procedures); Ex. Order 13279 (equal protection of the laws for faith-based and community organizations); and 28 C.F.R. pt. 38 (U.S. Department of Justice Regulations – Equal Treatment for Faith-Based Organizations). Additional information about civil rights obligation of grantees can be found at <http://www.ojp.usdoj.gov/ocr/>.

Subgrantee will maintain statutorily required **civil rights statistics** on victims served by race, gender, national origin, age and disability and permit reasonable access to its books, documents, papers, and records to determine whether they are complying with applicable civil rights laws. This requirement is waived when soliciting the information may be inappropriate or offensive to the crime victim.

4. The Applicant will give the DOJ and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award made by the Department based on the application.

If the Applicant is a governmental entity, with respect to the award made by the DOJ based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. § 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

5. Subgrantee will determine whether it is required to formulate an **Equal Opportunity Program (EEOP)**, in accordance with 28 CFR Part 38 and 42. If the program is not required to formulate an EEOP, it will submit a certification form to the U.S. Department of Justice, Office of Justice Programs, Office for Civil Rights (OCR), and the Iowa Attorney General's Crime Victim Assistance Division (CVAD) indicating that it is not required to develop an EEOP. If the program is required to develop an EEOP, but is not required to submit the EEOP to the OCR, the applicant will submit a certification form to the OCR and the CVAD certifying that it has an EEOP on file which meets the applicable requirements. If the applicant is awarded a grant of \$500,000 or more and has fifty or more employees, it will submit a copy of its EEOP to the OCR and the CVAD. Non-profit organizations, Indian Tribes, and medical and education institutions are exempt from the EEOP requirement, but are required to submit a certification form to the OCR to claim the exemption. A copy of the certification form should also be submitted to the CVAD. Additional information regarding a grantee's EEOP requirements can be found at http://www.ojp.usdoj.gov/about/ocr/eeop_comply.htm.

6. Subgrantee will maintain client, staff, policy and procedure information and that **reports** shall be submitted, in the correct form, on time, and containing information as required by the Crime Victim Assistance Division.

7. Subgrantee will comply with Iowa Code Chapter 216 as amended which governs civil rights protection in Iowa; and Iowa Code Section 8.11 regarding Minority Impact Statements; the Iowa Attorney General's Crime Victim Assistance Division rules as contained in the Iowa Administrative Code, 61 IAC Chapter 9, Section 9.50 through 9.65; and the policies of the Iowa Attorney General's Crime Victim Assistance Division. The Department will not reimburse the Program for construction of buildings or the purchase of buildings or land.

8. Policies

a. Subgrantee will create a sexual harassment policy which includes the process for filing a grievance of sexual harassment by a staff member, client, victim, or volunteer. The process shall take into consideration how to file a complaint against a supervisor, administrator or director. After the creation of the sexual harassment policy, all current staff and volunteers, as well as new staff and volunteers will sign an acknowledgement form that they have reviewed and understand the sexual harassment policy. One copy will be provided to the staff member, or volunteer and one will be kept in their personnel file.

b. Subgrantee will comply with the Drug-Free Workplace Act of 1988, implemented at 28 CFR Part 67, subpart F, for programs, as defined at 28 CFR Part 67 Sections 67.615 and 67.620 or any updates therein.

c. Subgrantee will encourage adoption and enforcement of on-the-job seat belt policies and programs for its employees, contractors, and subrecipients when operating agency-owned, rented, or personally owned vehicles pursuant to 23 USC 402 and 403, and 29 USC 668 or any updates therein.

d. Subgrantee certifies it has appropriate **accounting, auditing, and monitoring** policies and procedures will be used so that records are maintained to insure fiscal control, proper management, and efficient distribution of the victim assistance funds.

9. Fund accounting, auditing, monitoring, evaluation procedures, and such **records** as the Attorney General's Crime Victim Assistance Division (CVAD) shall prescribe, shall be provided to assure fiscal control, proper management and efficient disbursement of funds received.

10. Subgrantee shall maintain such data and information and submit such **reports** in such form, at such times, and containing such data and information as the CVAD may reasonably require administering the program.

11. Non-Federal entities that expend \$750,000 or more a year in Federal funds (from all sources including pass-through awards) in the organization fiscal year (12 month turnaround reporting period) shall have a single organization-wide audit conducted as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Non-Federal entities that expend less than \$750,000 a year in Federal awards are exempt from Federal audit requirements for that year. Audits must be conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. All private agencies agree to perform **an audit in accordance with Iowa Code Section 11.36** audit requirements.

12. Due Dates for Audit Reports Audit reports are due the earlier of thirty days after receipt of the auditor's report or (9) nine months after the end of the audit period as outlined in 2 CFR part 200, subpart F. Audits must be sent to CVAD upon completion.

13. Grant funds cannot be used as direct payment to any victim or dependent of a victim.

14. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with **Federal money**, all programs receiving Federal funds, including but not limited to State and local governments, shall clearly state (1) the percentage of the total cost of the program or project which will be financed with Federal money, and (2) the dollar amount of Federal funds for the projects or program.

15. Subgrantee will comply with any **additional eligibility or service criteria** established by the Crime Victim Assistance Division.

16. Subgrantee will expend funds received only for the purposes and activities covered by the program's approved application and budget; and that the grant may be **suspended or terminated** at any time by the CVAD if the program fails to comply with the provisions of the awarded funding source, Victim Services Grant Program Administrative Rules or any of the certified assurances listed in this document.

17. Subgrantee will compensate employees at no less than minimum wage, and provide safe and sanitary working conditions.

18. Subgrantee will notify the Crime Victim Assistance Division (CVAD) office **in writing, by e-mail, or through correspondence section of IowaGrants.gov** within 30 days of any staffing change which includes CVAD-funded staff and any key personnel. Key personnel includes Executive Director, Program Director, Supervisor, Financial Director/Manager or others key personnel determined by CVAD.

- 19.** Subgrantee will notify the Crime Victim Assistance Division (CVAD) office **in writing or via e-mail** of any CVAD-funded positions that remain vacant for 45 days or more. This notification must include reason for vacancy and plan for filling the position.
- 20.** All CVAD funded staff, non CVAD funded staff used for required match and volunteers hours used for CVAD match will keep time and attendance records showing the hours and activities attributable to all CVAD funded programs.
- 21.** Subgrantee will cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
- 22.** Subgrantee understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties. Subgrantee will comply with 45 CFR 92.35 and Executive Order 12549 and any updates therein regarding Debarment and Suspension. In order to see if your organization is debarred or suspended a list is available on the web at www.sam.gov. Any program that receives CVAD-funds and is on the Debarment and Suspension list must notify the Crime Victim Assistance Division (CVAD).
- 23.** This award is subject to the Federal Funding Accountability and Transparency Act (FFATA) of 2006.
- 24.** Program will provide services to victims of crime at **no charge**. No income eligibility standards will be imposed on individuals receiving assistance or services supported with CVAD funds.
- 25. State Domestic Abuse and Sexual Abuse Funded Programs compliance regulations:**
- a. No income eligibility standard will be imposed on individuals receiving assistance or services supported with funds appropriated to carry out the Act. There shall be no charge to victims for services provided by the program.
 - b. The grant funds will only be used to provide services to victims of domestic abuse or sexual abuse as specified in Iowa Code section 236.15.
 - c. Subgrantees will maintain client, staff, policy and procedure information and that **reports** shall be submitted, in the correct form, on time, and containing information as required by the Crime Victim Assistance Division (CVAD).
 - d. Subgrantees have a grievance procedure for victims, employees and volunteers.
 - e. Subgrantees is a domestic abuse or sexual abuse program as defined in Iowa Code Chapter 236 and that all employees and volunteers who provide victim services are certified as victim counselors as provided in Iowa Code Chapter 915.
 - f. Services are provided without regard to a victim's ability to pay. There shall be no charge to victims for services provided by the program.
 - g. If subgrantee provides services to victims of domestic abuse, the program has the capacity to provide or arrange for safe shelter of victims and their children.

h. If subgrantee provides services to victims of sexual abuse, the program has the capacity to provide in-person support to victims at the time of an evidentiary sexual abuse examination.

I certify that I have read and understand the above assurances and will comply with all of the CVAD provisions and corresponding funding provisions.

Scott County Sheriff's Office

Program Name

Signature of Authorized Representative

Tony Knobbe

Typed Name of Authorized Representative

Program Director Signature

Tim Lane

Typed Name of Program Director

Date

Chairman, Scott County Board of Supervisors

Title of Authorized Representative

Date

Sheriff

Title of Program Director

STOP VAWA Certified Assurances and Compliance

The following certified assurances and compliance regulations are applicable to projects, programs and/or agencies receiving STOP Violence Against Women Act (VAWA) funds.

1. Grant condition in OVW awards, as required by section 40002(b)(13) of the Violence Against Women Act of 1994 (codified at 34 U.S.C. 12291(b)(13)) By law, any award administered by OVW is made subject to a grant condition that prohibits discrimination on the basis of actual or perceived race, color, national origin, sex, religion, disability, sexual orientation, and gender identity in programs or activities, both in employment and in the delivery of services or benefits in any program or activity funded, in whole or in part, with funds appropriated to OVW, or appropriated pursuant to certain statutes that focus on violence against women.

The required grant condition includes a limited exception for sex-specific programming, as well as a rule of construction to the effect that nothing in the condition diminishes other legal responsibilities and liabilities related to civil rights.

For purposes of this condition, "gender identity" means actual or perceived gender-related characteristics.

2. It will comply with the financial and administrative requirements set forth in the provisions of 2 CFR Part 200. Additionally, OVW awards are covered by the DOJ Financial Guide. The DOJ Financial Guide includes information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. This guide also outlines the successful administration of grant funds. The DOJ Grants Financial Guide can be found at: https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf.

3. Purpose Areas and Compromising Victim Safety

In FY 2018, funds under the STOP Formula Grant Program may be used for the following purposes, pursuant to 34 U.S.C. § 10441(b):

- 1.** Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking, including the appropriate use of nonimmigrant status under subparagraphs (T) and (U) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C. § 1101(a)).
- 2.** Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking.
- 3.** Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking, as well as the appropriate treatment of victims.
- 4.** Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking.
- 5.** Developing, enlarging, or strengthening victim services and legal assistance programs, including sexual assault, domestic violence, dating violence, and stalking programs, developing or improving delivery of victim services to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of sexual assault, domestic violence, dating violence, and stalking.
- 6.** Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking.

7. Supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by state funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking.
8. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.
9. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of sexual assault, domestic violence, dating violence, or stalking, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.
10. Providing assistance to victims of domestic violence and sexual assault in immigration matters.
11. Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families.
12. Supporting the placement of special victim assistants (to be known as “Jessica Gonzales Victim Assistants”) in local law enforcement agencies to serve as liaisons between victims of sexual assault, domestic violence, dating violence, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in sexual assault, domestic violence, dating violence, or stalking and may undertake the following activities:
 - a. developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including the use of evidence-based indicators to assess the risk of domestic and dating violence homicide and prioritize dangerous or potentially lethal cases;
 - b. notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - c. referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
 - d. taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.
13. Providing funding to law enforcement agencies, victim services providers, and state, tribal, territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote:
 - a. the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as “Crystal Judson Victim Advocates,” to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
 - b. the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies such as the model policy promulgated by the International Association of Chiefs of Police (“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project” July 2003)); and
 - c. the development of such protocols in collaboration with state, tribal, territorial and local victim services providers and domestic violence coalitions.
 - d. Note: Any law enforcement, state, tribal, territorial, or local government agency receiving funding under the Crystal Judson Domestic Violence Protocol Program, and any subgrantee of such an agency, shall (1) receive specialized training, on an annual basis, from domestic violence and sexual assault nonprofit organizations on the topic of incidents of domestic violence committed by law enforcement personnel and (2) provide a report to the Department of the protocol(s) adopted in connection with the Crystal Judson Domestic Violence Protocol Program, including a summary of progress in implementing such protocol(s), once every two years. States and territories must notify and provide OVW with a list of subgrantee recipients awarded STOP funds under the Crystal Judson Domestic Violence Protocol Program, and ensure that all subgrantees satisfy the requirements of this paragraph.

14. Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to sexual assault, domestic violence, dating violence, and stalking.
15. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.
16. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.
17. Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and detention settings.
18. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims.
19. Developing, enlarging, or strengthening programs and projects to provide services and dating violence, or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in section 249(c) of title 18 [of the United States Code.]
20. Developing, enhancing, or strengthening prevention and educational programming to address sexual assault, domestic violence, dating violence, or stalking, with not with not more than 5 percent of the amount allocated to a state to be used for this purpose.

STOP funds cannot be used for activities that may compromise victim safety and recovery or undermine offender accountability and must be removed from program activities.

The following activities have been found to jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions; and therefore, states may not use STOP funds to support these activities:

- Procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or gender of their children;
- Procedures or policies that compromise the confidentiality of information and/or privacy of persons receiving OVW-funded services;
- Procedures or policies that require victims to take certain actions (e.g., seek an order of protection, receive counseling, participate in couples counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.) in order to receive services;
- Procedures or policies that fail to include conducting safety planning with victims;
- Project design and budget that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or who are Deaf or hard of hearing;
- The use of pre-trial diversion programs without prior OVW review and approval of the program or the automatic placement of offenders in such programs;
- Couples counseling, family counseling, or any other manner or joint victim-offender counseling as a routine or required response to sexual assault, domestic violence, dating violence, or stalking, or in situations in which child sexual abuse is alleged;
- Offering or ordering anger management programs for offenders as a substitute for batterer's intervention programs;
- Policies or procedures that require victims to report the crime to law enforcement, participate in the criminal justice system, or seek a protection or restraining order against the offender, and penalize them for failing to do so.
- Procedures or policies that deny victims and non-abusing parents or caretakers and their children access to services based on their involvement with the perpetrator;
- Requiring survivors to meet restrictive conditions in order to receive services (e.g. background checks of victims; clinical evaluations to determine eligibility for services; etc.) or other screening processes that elicit

information that is not necessary for services, such as questions about immigration status, gender identity, sexual orientation, disability, physical or mental health, and work or criminal history that the service provider does not need to know about to provide services safely;

- Relying on batterer intervention programs that do not use court monitoring to hold batterers accountable for their behavior;
- Policies and procedures that fail to account for the physical safety of victims;
- Enforcing or promoting nuisance abatement ordinances, crime-free housing ordinances, or crime-free lease addenda (often associated with crime-free housing programs) that require or encourage the eviction of tenants or residents who may be victims of domestic violence, sexual assault, dating violence or stalking. See also the U.S. Department of Housing and Urban Development for guidance on how such ordinances and addenda may violate the Fair Housing Act; and
- Policies or procedures that require testing of sexual assault forensic evidence in cases where the victim obtained a medical forensic exam but has not chosen to participate in the criminal justice system.

4. Matching funds are required to pay the non-federal portion of the cost of each program and project, for which these funds are made available, shall be in addition to funds that would otherwise be made available for VW project activities by the program or recipient of these funds and shall be provided on a project-by-project basis. Non-profit, non-governmental victim service agencies are exempt for making match.

5. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

6. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

7. OVW Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

Subgrantee agrees all materials and publications (written, visual or sound) resulting from award activities shall contain the following statements: "This project was supported by Subgrant No. _____ awarded by the state administering office for the STOP Formula Grant Program. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the view of the Department of Justice, Office on Violence Against Women."

Subgrantee agrees one copy of all reports and any other written materials or products that are funded under the project to Federal Office on Violence Against Women by submitting it to the Iowa Attorney General's Crime Victim Assistance Division not less than 30 days prior to public release. If the written material is found to be outside the scope of the program or in some way to compromise victim safety, it will need to be revised to address these concerns or the funded program will not be allowed to use STOP funds to support the further development or distribution of the materials.

8. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

9. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

10. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

11. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

12. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016. Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi->

[bin/ECFR?page=browse](#)), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

14. Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, 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. See 18 U.S.C. 1913. The subrecipient may, however, use federal funds to collaborate with and provide information to federal, state, local tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence sexual assault, and stalking (as those terms are defined in 42 U.S.C. 13925(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OVW.

15. Compliance with general appropriations-law restrictions on the use of federal funds

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions for each fiscal year are set out at <https://www.justice.gov/ovw/grantees>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a subrecipient would or might fall within the scope of an appropriations-law restriction, CVAD will contact OVW for guidance and the subrecipient may not proceed without the express prior approval of OVW.

16. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 950 Pennsylvania Avenue, N.W. Room 4706, Washington, DC 20530; (2) e-mail to: oig.hotline@usdoj.gov; and/or (3) the DOJ OIG hotline: (contact information in English and Spanish) at (800)

869-4499 (phone) or (202) 616-9881 (fax). Additional information is available from the DOJ OIG website at <https://oig.justice.gov/>.

17. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor 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 or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, 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 nondisclosure of classified information.

1. In accepting this award, the recipient--
 - a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
 - b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute 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 federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--
 - a. it represents that--
 - (1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
 - (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
 - b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute 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 to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

18. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

19. Encouragement of policies to ban text messaging while driving

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

Subgrantee will comply with the financial and administrative requirements set forth here: **Managing your OVW grant link:** <https://www.justice.gov/ovw/grantees>. **These do not supersede any specific conditions in the award document and with the DOJ Grants Financial Guide** found here: https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf.

20. No program or recipient of VW funds shall use or reveal any **research or statistical information** furnished under this program by any person and identifiable to any specific private person for any purpose other than the purpose for which such information was obtained in accordance with the VAWA. Such information shall be immune from legal process and shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial, legislative, or administrative proceeding.

21. Any court, law enforcement, and prosecution agency receiving STOP funds certify that in the course of developing their application and appropriation, they have consulted with local Domestic Violence and/or Sexual Abuse programs to ensure that the proposed activities and equipment acquisitions are designed to promote safety, confidentiality, and economic independence of victims of domestic violence, sexual assault and dating violence.

22. Subgrantees will not purchase law enforcement uniforms, safety vests, shields, weapons, bullets, and armory or to support chemical dependency or alcohol abuse programs that are not an integral part of a court-mandated batterer intervention program.

23. Subgrantees will not use STOP funds to support the development of presentation of domestic violence, sexual assault, dating violence and/or stalking curriculum for primary or secondary schools. It further agrees that these funds will not be used to teach primary or secondary school students from an already existing curriculum.

24. Subgrantee will not use STOP funds to conduct public awareness or community education campaigns or related activities. These funds may be used to support, inform, and outreach to victims about available services.

25. STOP funds cannot be used for the following activities:

- Lobbying;

- Fundraising;
- Research projects (This does not include program assessments conducted only for internal improvement purposes. See “Research and Protection of Human Subjects” in OVW’s Solicitation Guide.)
- Purchase of real property;
- Construction;
- Physical modifications to buildings, including minor renovations (such as painting or carpeting). OJP is responsible for compliance with NEPA and 28 C.F.R. Part 61, including Appendix D. For many projects that are funded by OJP, NEPA may require no action on the part of the OJP award recipient. However, if OJP funds will be used, for example, to pay for renovation projects or new construction, programs involving the use of chemicals, or any other activity (including research and technology development) that may have an effect on the environment, at a minimum, the recipient must provide a full description of proposed project activities to OJP. In such cases, OJP will determine whether an Environmental Assessment must be prepared for the project. Prior to allowing a recipient to use OJP funds for such a project, OJP must make a finding that the project does not significantly affect the human environment and that further environmental assessment is not necessary.

26. The recipient agrees to comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C 3711 et seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, and OVW's implementing regulations at 28 CFR Part 90.

27. The Violence Against Women Reauthorization Act of 2013 added a civil rights provision that applies to all OVW grants issued in FY 2014 or after. This provision prohibits recipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. The recipient acknowledges that it will comply with this provision. The recipient also agrees to ensure that any subrecipients ("subgrantees") at any tier will comply with this provision.

28. Requirement to report duplicative funding

If the subrecipient current has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify CVAD in writing of the potential duplication, and , if so requested by CVAD must seek a budget-modification or change of scope modification to eliminate any inappropriate duplication of funding.

29. The subrecipient authorizes CVAD, Office for Violence Against Women (OVW) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper or documents related to the VAWA grant.

30. The subrecipient will abide by all reporting requirements for the STOP VAWA grant.

31. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

32. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

33. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OVW grant funds, without prior written approval from OVW.

34. Providing Services to Limited English Proficiency (LEP) individuals

In accordance with DOJ guidance pertaining 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 provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website <http://www.lep.gov>.

I certify that I have read and understand the above assurances and will comply with all of the STOP VAWA provisions and corresponding funding provisions.

Program Name: Scott County Sheriff's office

Signature of Authorized Representative

Date

Tony Knobbe

Chairman, Scott County Board of Supervisors

Typed Name of Authorized Representative

Title of Authorized Representative

Program Director Signature

Date



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

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

1. LOBBYING

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

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to 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 undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(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 application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

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

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's 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 grantee'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 the grant 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 under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(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 so 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;

(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).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

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

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.

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

1. Grantee Name and Address: Scott County Sheriff's Office, 400 W. 4th St., Davenport, IA 52801

Scott Co. Sheriff's Office Liaison Program 42-6004465
2. Application Number and/or Project Name 3. Grantee IRS/Vendor Number

Tony Knobbe, Board Chairman
4. Typed Name and Title of Authorized Representative

5. Signature 6. Date

ASSURANCES

The Applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements—28 CFR, Part 66, Common Rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
3. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501, et seq.)
4. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act if applicable.
5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or give the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the Federal Sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed in the Environmental protection Agency's (EPA-list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that had been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. It will comply, and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
13. It will comply, and all its contractors will comply, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans With Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
14. 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, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
15. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.
16. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

Signature

Date

Disclosure of Lobbying Activities

Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse side for Instructions.)

Public Reporting Burden for this collection of information is estimated to average 30 minutes per response, including the 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 this 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 (0348-0046), Washington, D.C. 20503.

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
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4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Scott County Iowa 600 W. 4th Street Davenport, IA 52801 Congressional District, if known: 2	5. If Reporting Entity in No. 4 is Subawardee, enter Name and Address of Prime: Congressional District, if known:
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6. Federal Department/Agency: Office of Justice Programs	7. Federal Program Name/Description: Federal Violence Against Women Act CFDA Number, if applicable: 16.588
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8. Federal Action Number, if known:	9. Award Amount, if known: \$ 59,848
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10a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A	b. Individuals Performing Services (including address if different from No. 10a.) (last name, first name, MI): N/A
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11. Information requested through this form is authorized by Sec.319, Pub. L. 101-121, 103 Stat. 750, as amended by sec. 10; Pub. L. 104-65, Stat. 700 (31 U.S.C. 1352). This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the above when this 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 semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: _____
 Print Name: Tony Knobbe
 Title: Chairman, Scott Co. Board of Supervisors
 Telephone No.: (563) 326-8749 Date: _____

Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 6, 2018

APPROVAL OF THE Violence Against Women grant contract for the Sheriff's Office in the amount of \$59,848.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the Violence Against Women grant contract with the Crime Victim Assistance Division of the Iowa Department of Justice and the Sheriff's Office is hereby approved as presented.
- Section 2. That the chairman is hereby authorized to sign said contract.
- Section 3. This resolution shall take effect immediately.

TIM LANE
Scott County Sheriff

Item #9
9/4/18

SHAWN ROTH
Chief Deputy Sheriff



BRYCE SCHMIDT
Chief Deputy Sheriff

EMERGENCY 9-1-1
(563) 326-8625
(563) 326-8689 (FAX)

400 West 4th Street
Davenport, Iowa 52801-1104

www.scottcountyiowa.com/sheriff
sheriff@scottcountyiowa.com

Date: September 4, 2018

Memo To: Board of Supervisors

From: Sheriff Tim Lane

REF: Governor's Traffic Safety Bureau (GTSB) Grant Renewal October 1, 2018 - September 30, 2019

The Sheriff's Office is asking for Board approval for the renewal of the Governor's Traffic Safety Bureau grant for the grant period of October 1, 2018 through September 30, 2019 in the amount of \$52,000. This is an on-going program that provides funds for traffic enforcement efforts, training and equipment.

The Sheriff's Office was awarded the \$52,000; \$38,500 for directed overtime traffic enforcement, \$1,500 for training-related travel and \$12,000 for two radar units and two in-car video cameras.

The Sheriff is requesting approval to sign the new contract.

**GOVERNOR'S TRAFFIC SAFETY BUREAU
IOWA DEPARTMENT OF PUBLIC SAFETY**

CONTRACT NUMBER: State and Community Highway Safety Grant
PAP 19-402-M00P, Task 11-00-00

ISSUING AGENCY: DPS/Governor's Traffic Safety Bureau

PROJECT CONTRACTOR: Scott County Sheriff's Office

PROJECT BUDGET: Highway Safety Funded Amount: \$52,000.00

AGENCY/LAW/SOURCE: National Highway Traffic Safety Administration (NHTSA)
Public Law 114-94, Section 402

DUNS # 05-081-2361

Submit Reimbursement Claims To:

Larry Grant, Program Administrator
Governor's Traffic Safety Bureau
215 East 7th Street, 3rd Floor
Des Moines, IA 50319-0248

Issue Payment To:

Scott Co Sheriff
400 W 4th St
Davenport, IA 52801

Submit Reports To:

Larry Grant, Program Administrator
Governor's Traffic Safety Bureau
215 East 7th Street, 3rd Floor
Des Moines, IA 50319-0248
515-725-6124, FAX 515-725-6133

Transmit Contract Information To:

Sergeant Ryan Lage
Scott County Sheriff's Office
400 W 4th St
Davenport, IA 52801
563-326-8711, FAX 563-623-8266

The Contractor agrees to furnish and deliver all products and perform all services set forth in the attached Special Conditions for the consideration stated herein. The rights and obligations of the parties to this contract will be subject to and governed by the Special Conditions and the General Conditions. To the extent that any specifications or other conditions which are made a part of this contract by reference or otherwise conflict, the Special Conditions and the General Conditions will control. To the extent that any inconsistency between the Special Conditions and the General Conditions exists, the Special Conditions will control. When approved, the instrument becomes a contract to accomplish the provisions contained within the Fiscal Year 2019 Highway Safety Plan, State and Community Highway Safety Grant 19-402-M00P, Task 11-00-00, and thereby constitutes an official program with the Governor's Traffic Safety Bureau. This activity meets the requirements of Public Law 114-94 and the requirements set forth in the Governor's Traffic Safety Bureau Procedures Manual, as amended.

IN WITNESS THEREOF, the parties hereto have executed this contract on the day and year last specified below.

CONTRACTOR:

By _____ Date: _____

ISSUING AGENCY:

By Patrick J. Hoye Date: 8-17-18
Patrick J. Hoye, Bureau Chief

Effective Date: 10/01/18 Expiration Date: 09/30/19

SPECIAL CONDITIONS

Article 1.0 Identification of Parties. This Contract is entered into by and between the Iowa Department of Public Safety/Governor's Traffic Safety Bureau (hereafter referred to as DPS/GTSB) and the Scott County Sheriff's Office (hereinafter referred to as Contractor).

Article 2.0. Statement of Purpose.

WHEREAS, the Highway Safety Plan is the tool for developing and improving overall safety capabilities; improving the program management and decision-making capabilities of safety officials; addressing special problems or opportunities; and providing a coordination mechanism for the purpose of reducing traffic-related property damage, personal injury and fatal crashes, and

WHEREAS, the DPS/GTSB has been designated to administer the State and Community Highway Safety Programs established under Section 402 of the Fixing America's Surface Transportation Act, as amended, and

WHEREAS, the Contractor has the necessary ability to develop and carry out a portion of that Highway Safety Plan,

THEREFORE, the parties hereto do agree as follows:

Article 3.0 Area Covered. The Contractor will perform all the work and services required under this Contract in connection with and respecting the following areas:

County of Scott, Iowa and other jurisdiction(s) authorized by a shared enforcement agreement.

Article 4.0 Reports and Products. The Contractor will submit the following reports and products:

- 4.1 A Claim for Reimbursement (HSP-2) form, documentation and, if applicable, an Equipment Accountability Report (HSP-3) form for reimbursement within 90 days of the expense being paid by the Contractor with the exception of the final claim which is due into the DPS/GTSB office no later than November 15, 2019.
- 4.2 A cumulative final report due November 1, 2019 covering accomplishments of Statement of Work and Services.
- 4.3 Any reports and products deemed prudent by the Issuing Agency or Contractor.
- 4.4 A copy of all audit reports within 30 days of completion of said audit.
- 4.5 Monthly activity reports due the 15th of the following month on forms provided by the DPS/GTSB that quantify project activities as well as total departmental effort.

Article 5.0 Designation of Officials.

- 5.1 DPS/GTSB - The Governor's Representative for Highway Safety and the Director of the Governor's Traffic Safety Bureau are the only persons authorized to execute and approve any changes in terms, conditions, or amounts specified in this Contract.
- 5.2 Contractor Designee, Sheriff Tim Lane, is designated to approve in writing, on behalf of the Contractor, the HSP-2 Claim for Reimbursement and any negotiated changes in this Contract.

Article 6.0 Key Personnel. The Contractor hereby assigns the duties and responsibilities of project administration to Sergeant Ryan Lage, representing the Contractor in this agreement.

Article 7.0 Time of Performance. The services of the Contractor will commence on or after the effective date stipulated on the signature page and will be completed before or by the expiration date.

Article 8.0 Modification of General Conditions. None.

Article 9.0 Additional Special Conditions.

- 9.1 Expense Documentation. The Contractor will document the expenditure of such funds authorized as eligible for reimbursement in accordance with the conditions of this Contract upon submission of the HSP-2 and, for equipment, the HSP-3 as supplied by the DPS/GTSB.
- 9.2 Policies and Procedures. The Contractor will comply with all policies and procedures contained in the Iowa DPS/GTSB Policies and Procedures Manual, as amended, including appropriate attachments provided by the DPS/GTSB in accordance with Section 402 of the Fixing America's Surface Transportation Act, and the Iowa Administrative Code, Section 661, Chapter 20.
- 9.3 Copyrights. The Federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for Federal Government purposes:
 - a. The copyright in any work developed under a grant, sub-grant, or contract under a grant or sub-grant; and
 - b. Any rights of copyright to which a grantee, sub grantee or a contractor purchases ownership with grant support.
- 9.4 Debarred, Suspended and Ineligible Status. The Contractor certifies that the Contractor and/or any of its subcontractors have not been debarred, suspended or declared ineligible by any agency of the State of Iowa or as defined in the Federal Acquisition Regulation (FAR) 48 C.F.R. Ch.1 Subpart 9.4. The Contractor will immediately notify the DPS/GTSB if the Contractor is debarred by the State or placed on the Consolidated List of Debarred, Suspended and Ineligible Contractors by a federal entity.
- 9.5 Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes 23 CFR 1300.31.
 - a. *Title.* Except as provided in paragraphs (e) and (f) of this section, title to equipment acquired under 23 U.S.C. Chapter 4 and Section 1906 will vest upon acquisition in the State or its subrecipient, as appropriate, subject to the conditions in paragraphs (b) through (d) of this section.
 - b. *Use.* All equipment shall be used for the originally authorized grant purposes for as long as needed for those purposes, as determined by the Regional Administrator, and neither the State nor any of its subrecipients or contractors shall encumber the title or interest while such need exists.
 - c. *Management and disposition.* Subject to the requirements of paragraphs (b), (d), (e), and (f) of this section, States and their subrecipients and contractors shall manage and dispose of equipment acquired under 23 U.S.C. Chapter 4 and Section 1906 in accordance with State laws and procedures.

- d. *Major purchases and dispositions.* Equipment with a useful life of more than one year and an acquisition cost of \$5,000 or more shall be subject to the following requirements:
- 1) Purchases shall receive prior written approval from the Regional Administrator;
 - 2) Dispositions shall receive prior written approval from the Regional Administrator unless the equipment has exceeded its useful life as determined under State law and procedures.
- e. *Right to transfer title.* The Regional Administrator may reserve the right to transfer title to equipment acquired under this part to the Federal Government or to a third party when such third party is eligible under Federal statute. Any such transfer shall be subject to the following requirements:
- 1) The equipment shall be identified in the grant or otherwise made known to the State in writing;
 - 2) The Regional Administrator shall issue disposition instructions within 120 calendar days after the equipment is determined to be no longer needed for highway safety purposes, in the absence of which the State shall follow the applicable procedures in 2 CFR parts 200 and 1201.
- f. *Federally-owned equipment.* In the event a State or its subrecipient is provided federally-owned equipment:
- 1) Title shall remain vested in the Federal Government;
 - 2) Management shall be in accordance with Federal rules and procedures, and an annual inventory listing shall be submitted by the State;
 - 3) The State or its subrecipient shall request disposition instructions from the Regional Administrator when the item is no longer needed for highway safety purposes.

9.6 Civil Rights Act. The Contractor will comply with all Federal statutes and implementing regulations 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 (and 49 CFR Part 21); (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) and the Americans with Disabilities Act of 1990 (42 USC § 12101, *et seq.*; PL 101-336), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42U.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 of 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; The Civil Rights Restoration Act of 1987, which provides that any portion of a state or local entity receiving federal funds will obligate all programs or activities of that entity to comply with these civil rights laws; and, (k) the requirements of any other nondiscrimination statute(s) which may apply.

9.7 Buy America Act. The Contractor will comply with the provisions of the Buy America Act (23 U.S.C. 313) which contains the following requirements: Only steel, iron and manufactured products produced in the United States may be

purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of a satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

- 9.8 Political Activity (Hatch Act). The Contractor 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. As such, the Contractor will not subcontract with any agency to conduct DPS/GTSB contract-related activities.
- 9.9 Lobbying Restrictions. None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.
- 9.10 Federal Lobbying. The undersigned certifies, to the best of his or her knowledge and belief, that:
- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence and officer or employee of any agency, a Member of Congress, an officer of 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, of modification of any Federal contract, grant, loan, or cooperative agreement;
 - b. 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 of 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 Form to Report Lobbying," in accordance with its instructions;
 - c. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers) including subcontracts, subgrants, and contracts under grant, 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.

- 9.11 Prohibition on Using Grant Funds to Check for Helmet Usage. The Contractor will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

Article 10.0 Conditions of Payment.

- 10.1 Maximum Payments. It is expressly understood and agreed the maximum amount to be paid to the Contractor by the DPS/GTSB for any item of work or service will be the amount specified under Article 12.0 subject to Article 11.0 herein. It is further understood and agreed the total of all payments to the Contractor by the DPS/GTSB for all work and services required under this Contract will not exceed \$52,000.00 unless modified by written amendment of this Contract as provided in Section 1.0 of the General Conditions.
- 10.2 HSP-2 Form for Payment. All payments to the Contractor will be subject to the DPS/GTSB's receipt of an HSP-2 and documentation. If claiming equipment, an HSP-3 must also be submitted. The Contractor must perform services and receive merchandise between the effective dates of the contract and pay for expenses prior to submitting the claim for reimbursement. An HSP-2 will be submitted on a form provided by the DPS/GTSB. No payments will be made if required reports are more than two months past due unless approved by the DPS/GTSB Director.
- 10.3 Receipt of Federal Funds.
- a. All payments hereunder will be subject to the receipt of federal funds by the DPS/GTSB. The termination, reduction, or delay of federal funds to the DPS/GTSB may be reflected by a corresponding modification to the conditions of this Contract.
 - b. Notwithstanding any other provisions of this Contract, if funds anticipated for the continued fulfillment of this Contract are at any time not forthcoming or insufficient, either through failure of the State of Iowa to appropriate funds, discontinuance or material alteration of the program for which funds were provided, the DPS/GTSB will have the right to terminate this Contract without penalty by giving not less than thirty (30) days written notice documenting the lack of funding, discontinuance or program alteration. Unless otherwise agreed to by the parties, the Contract will become null and void on the last day of the fiscal year for which appropriations were received, except that if an appropriation to cover cost of this Contract becomes available within sixty (60) days subsequent to termination under this clause, the DPS/GTSB agrees to re-enter a Contract with the terminated Contractor under the same provisions, terms and conditions as the original Contract.
 - c. In the event of termination of this Contract due to non-appropriation, the exclusive, sole and complete remedy of Contractor will be payment for services rendered prior to termination.
- 10.4 Non-Performance Termination. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligation under this contract, or if the Contractor shall violate any of the agreements or stipulations of this contract, the DPS/GTSB shall thereupon have the right to terminate this contract and withhold further payment of any kind by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least thirty (30) days before such date. The DPS/GTSB shall be the sole arbitrator of whether the Contractor or its subcontractor is performing its work in a proper manner with reference to the quality of work performed by the Contractor or its subcontractor under the provisions of this contract. The Contractor and the DPS/GTSB further agree that this contract may be terminated by either party by giving written notice of such

termination and specifying the effective date thereof, at least thirty (30) days before such date.

- 10.5 The Contractor will arrange for a single audit to be performed in accordance with OMB Circular A-133 when, as a non-federal entity, the Contractor receives \$750,000.00 or more in federal funds. The federal agency, National Highway Traffic Safety Administration, Department of Transportation, passes funds through the Department of Public Safety, Governor's Traffic Safety Bureau. The Catalog of Federal Domestic Assistance (CFDA) number 20.600 applies to State & Community Highway Safety Grants. A copy of the audit report will be submitted to the DPS/GTSB within thirty (30) days after the completion of the audit.

Article 11.0 Statement of Work and Services. The Contractor will perform in a satisfactory and proper manner, as determined by the DPS/GTSB the following work and services:

- 11.1 The Contract will be monitored by the National Highway Traffic Safety Administration (NHTSA) and the DPS/GTSB. All records and documents pertaining to the project are subject to auditing and evaluation by those agencies or their designees.
- 11.2 The Contractor will absorb all costs not contained in this contract.
- 11.3 The project will be evaluated on all items contained in the Statement of Work and Services and the Budget.
- 11.4 There will be no change in the Statement of Work and Services or Budget without prior written approval of the DPS/GTSB.
- 11.5 The Contractor will comply with all requirements contained within the Policies and Procedures Manual of the DPS/GTSB.
- 11.6 All documents relative to fiscal claims will be maintained in the Contractor's office and will be available for review during regular office hours.
- 11.7 Staffing plan:
 - a. Officers to conduct 740 hours of directed overtime enforcement.
- 11.8 Contract activities:
 - a. Conduct 740 overtime hours of high visibility traffic enforcement with a maximum effort directed at occupant restraint, impaired driving and excessive speed violations during times and at locations identified as high-risk, including at least two special traffic enforcement projects, one of which will be conducted at night.
 - b. Conduct at least twelve public information/education activities aimed at improving driver safety behaviors.
 - c. Conduct and publicize results of two observational occupant protection surveys during March and August.
 - d. Purchase two NHTSA-approved radars and utilize for speed enforcement.
 - e. Purchase two in-car video cameras and utilize for impaired driving-related traffic enforcement.
 - f. Participate in traffic safety training with prior DPS/GTSB approval and submit a trip report within two weeks following any out-of-state travel. All travel reimbursement will be made at State of Iowa approved rates.

11.9 Key dates:

- a. By November 15, 2018 and the 15th of each subsequent month through October 15, 2019, submit a monthly report as specified in Article 4.5.
- b. By September 30, 2019, receive two radar units and two in-car video cameras as specified in Article 11.8(d) and (e).
- c. By November 1, 2019, submit an annual report as specified in Article 4.2.
- d. By November 15, 2019, submit final claim for reimbursement.

11.10 Objective/performance measures:

- a. At least 740 hours of overtime enforcement conducted and all overtime and agency traffic enforcement contacts reported showing a sustained effort based on past performance.
- b. Twelve public information activities conducted and reported.
- c. Two occupant protection surveys completed and results publicized.
- d. Two radar units and two in-car video cameras purchased and utilized.
- e. At least one deputy attended DPS/GTSB approved training and a trip report submitted if required.

Article 12.0 Project Budget.

	<u>Highway Safety Funds</u>
Personal Services	
Directed overtime enforcement	\$ 38,500.00
Training-related travel	\$ 1,500.00
Equipment	
Two radar units and two in-car video cameras	<u>\$ 12,000.00</u>
TOTAL	\$ 52,000.00

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 6, 2018

APPROVAL OF THE IOWA GOVERNOR'S TRAFFIC SAFETY BUREAU GRANT
REQUEST IN THE AMOUNT OF \$52,000.00

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the Board hereby approves a grant in the amount of \$52,000 from the Governor's Traffic Safety Bureau.
- Section 2. The Sheriff is approved to sign the grant agreement.
- Section 3. This resolution shall take effect immediately.

BILL FENNELLY
SCOTT COUNTY TREASURER

600 W 4th Street
Davenport, Iowa 52801-1030

www.scottcountyiowa.com
www.iowatreasurers.org



Item #10
9/4/18

MOTOR VEHICLE DIVISION
Scott County Administrative Center (563) 326-8664

PROPERTY TAX DIVISION
Scott County Administrative Center (563) 326-8670

COUNTY GENERAL STORE
902 West Kimberly Road, Suite 6D
Davenport, Iowa 52806
(563) 386-AUTO (2886)

To: Scott County Board of Supervisors

From: Bill Fennelly, Scott County Treasurer

Subject: Request to abate taxes

Date: August 17, 2018

The City of Buffalo has requested the abatement of the 2017 taxes for parcel 72224810602 in the amount of \$204.00.

Attached is the request from the City of Buffalo.

I am requesting these abatements of the identified taxes pursuant to statute 445.63.

City of Buffalo



329 Dodge Street Buffalo IA 52728
(563) 381-2226

August 17, 2018

Dear Board of Supervisors,

Please accept my request on behalf of the City of Buffalo to abate the taxes on the property know as 702 W Front Street Buffalo, IA parcel 72224810602.

The property was left abandoned by the homeowner after a wall caved in and fell into the street. The City assumed the liability and cleaned the building debris and removed the remainder of the building from the property. The city currently is in possession of the property.

Thanks,

Tanna Leonard
Tanna Leonard
City Clerk

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT
THIS RESOLUTION HAS BEEN FORMALLY APPROVED BY
THE BOARD OF SUPERVISORS ON _____
DATE

SCOTT COUNTY AUDITOR

RESOLUTION
SCOTT COUNTY BOARD OF SUPERVISORS

September 6, 2018

**APPROVAL OF THE ABATEMENT OF DELINQUENT PROPERTY TAXES AS
RECOMMENDED BY THE SCOTT COUNTY TREASURER AND IN ACCORDANCE
WITH IOWA CODE CHAPTER 445.63**

BE IT RESOLVED by the Scott County Board of Supervisors as follows:

- Section 1. Iowa Code Section 445.63 states that when taxes are owing against a parcel owned or claimed by the state or a political subdivision of this state and the taxes are owing before the parcel was acquired by the state or a political subdivision of this state, the county treasurer shall give notice to the appropriate governing body which shall pay the amount of the taxes due. If the governing body fails to immediately pay the taxes due, the board of supervisors shall abate all of the taxes.
- Section 2. The City of Buffalo has requested the 2017 taxes for parcel 72224810602 be abated in the amount of \$204.00.
- Section 3. The County Treasurer is hereby directed to strike the amount of property taxes due on various City of Buffalo parcels in accordance with Iowa Code Section 445.63.
- Section 4. This resolution shall take effect immediately.