# TERREBONNE PARISH COUNCIL BUDGET AND FINANCE COMMITTEE

Mr. Dirk J. Guidry	Chairman
Mr. Carl Harding	Vice-Chairman
Mr. Brien Pledger	Member
Mr. Gerald Michel	Member
Mr. John Amedee	Member
Ms. Jessica Domangue	Member
Mr. Darrin W. Guidry Sr.	Member
Mr. Daniel Babin	Member
Mr. Steve Trosclair	Member



In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Tammy E. Triggs, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

#### AGENDA

August 21, 2023 5:35 PM

Robert J. Bergeron Government Tower Building 8026 Main Street 2nd Floor Council Meeting Room Houma, LA 70360

NOTICE TO THE PUBLIC: If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. All comments must be addressed to the Council as a whole. Addressing individual Council Members or Staff is not allowed. Speakers should be courteous in their choice of words and actions and comments shall be limited to the issue and cannot involve individuals or staff related matters. Thank you.

# ALL CELL PHONES AND ELECTRONIC DEVICES USED FOR COMMUNICATION SHOULD BE SILENCED FOR THE DURATION OF THE MEETING.

#### **CALL MEETING TO ORDER**

# INVOCATION

#### PLEDGE OF ALLEGIANCE

# **ROLL CALL**

- 1. Presentation of 2022 Audited Comprehensive Annual Financial Report from Bourgeois Bennett, LLC.
- 2. Approve the co-sponsorship request from the Cajun French Music Association for its Annual Cultural Dance to be held Saturday, September 9, 2023, from 12:00 p.m. to 4:00 p.m. at the Municipal Auditorium.
- **3.** Approve the co-sponsorship request from the Terrebonne Women Day Association for the Mother and Daughter Banquet to be held Saturday, November 4, 2023, from 6:00 p.m. to 10:00 p.m. at Dumas Auditorium.

- 4. **RESOLUTION:** Authorizing the Parish President to execute an application form to the U.S. Department of Justice, Office of Justice Programs 2023 Edward Byrne Memorial JAG Grant for the Houma Police Department of the Terrebonne Parish Consolidated Government.
- 5. **RESOLUTION:** Concurring with Parish Administration to reject the proposals received for the Request for Proposal #23-EMP-37 Disaster Recovery Services and receive authorization to re-advertise as soon as allowable.
- 6. **RESOLUTION:** Concurring with Parish Administration to award the Request for Proposal to provide Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels Parish Wide to T&T Survey, LLC and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.
- 7. **RESOLUTION:** Approving the purchase of one (1) Dodge Ram 1500 truck for the Head Start Division via State Contract, from Southland Dodge.
- 8. **RESOLUTION:** Authorizing the Parish President to execute an application form to the Louisiana Highway Safety Commission (LHSC) for the Federal Fiscal Year 2024 LHSC Grant for the Houma Police Department of the Terrebonne Parish Consolidated Government; and to address other matters relative thereto.
- **9.** Introduce an ordinance to declare as surplus a tax property located at 113 Daisy St. adjudicated to the Terrebonne Parish Consolidated Government and to acquire authorization to dispose of said property in accordance with LA R.S. 47:2196; and calling a public hearing on said matters on Wednesday, September 13, 2023 at 6:30 p.m.
- **10.** Introduce an ordinance to amend the 2023 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

I. Animal Shelter, \$21,014
II. Rotary Plaza, \$26,776
III. Houma Police Dept–Edward Byrne Memorial Justice Assistance Grant, \$12,934
IV. Houma Police Department-LCLE Grant, \$18,012
V. Bayou Boardwalk, \$60,000
and call a public hearing on said matter on Wednesday, September 13, 2023 at 6:30 p.m.

11. Adjourn

Category Number: Item Number:



Monday, August 21, 2023

Item Title: INVOCATION

**Item Summary:** INVOCATION

Category Number: Item Number:



Monday, August 21, 2023

**Item Title:** PLEDGE OF ALLEGIANCE

**Item Summary:** PLEDGE OF ALLEGIANCE

Category Number: Item Number:



Monday, August 21, 2023

**Item Title:** PLEDGE OF ALLEGIANCE

**Item Summary:** PLEDGE OF ALLEGIANCE



Monday, August 21, 2023

#### Item Title: Audit Presentation

# Item Summary:

Presentation of 2022 Audited Comprehensive Annual Financial Report from Bourgeois Bennett, LLC.

ATTACHMENTS: Description Executive Summary

**Upload Date** 8/15/2023

**Type** Executive Summary



# **EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

# **PROJECT TITLE**

Presentation of 2022 Audited Comprehensive Annual Financial Report from Bourgeois Bennett, LLC.

# PROJECT SUMMARY (200 WORDS OR LESS)

Report by Bourgeois Bennett, LLC.

# PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See Above

TOTAL EXPENDITURE N/A						
	AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)					
	L	ACTUAL		<u>ESTIMATED</u>		
	IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)					
<u>N/A</u>	NO	YES	IF YES AMOUNT BUDGETED:	N/A		

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

s/Kandace M. Mauldin, CFO

\_\_\_August 15, 2023

Signature

Date



Monday, August 21, 2023

#### Item Title:

Co-sponsorship - French and Country Music and Dancing

#### Item Summary:

Approve the co-sponsorship request from the Cajun French Music Association for its Annual Cultural Dance to be held Saturday, September 9, 2023, from 12:00 p.m. to 4:00 p.m. at the Municipal Auditorium.

#### **ATTACHMENTS:**

**Description** Cosponsorship Application **Upload Date** 8/16/2023

**Type** Application



Date:

From:

Subject:

To:

# **Co-Sponsorship Application**

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish Seal?	No
Event Name:	French and Country Music and Dancing
Location:	Municipal 880 Verret Street
Date(s) of Event:	09/09/2023 ( 12:00 PM - 4:00 PM )
Reason for Co- Sponsorship:	CFMA, Cajun French Music Association, will have its annual Cultural dance to keep our culture alive. It is also a fundraiser for the organization. The event will start at 12pm with French and Country Music for all to enjoy.
Services /	Insurance
Resources	Municipal Auditorium
Needed:	Security
Additional	Non-profit organization? YES
Details	Selling Tickets? YES Cost of a ticket? \$10.00
Organization:	Cajun French Music Association
Authorized	Al Voisin (Board Member)
<b>Representative:</b>	
<b>Contact Person:</b>	Al Voisin (Board Member )
Mailing	317 Goode street
Address:	Houma, LA 70360
Daytime Phone	985-855-7008
Number:	
E-mail:	

This email is sent by an automated process for an Online Co-Sponsorship Request submission. If you have any questions, please contact our Information Technology team at <u>development@tpcg.org</u>. Thank you!



Monday, August 21, 2023

#### Item Title:

Co-sponsorship - Mother and Daughter Banquet

#### Item Summary:

Approve the co-sponsorship request from the Terrebonne Women Day Association for the Mother and Daughter Banquet to be held Saturday, November 4, 2023, from 6:00 p.m. to 10:00 p.m. at Dumas Auditorium.

#### **ATTACHMENTS:**

**Description** Cosponsorship Application **Upload Date** 8/16/2023

**Type** Application ss2776@yahoo.com Leilani Adams; Tammy Triggs; Keith Hampton; Anne Picou; David Drury; Amosely1342@gmail.com; office@tprd11.com; sonjaclabat@gmail.com; Cheryl Lirette New Co-Sponsorship Application - Terrebonne Parish Consolidated Government Tuesday, August 8, 2023 12:52:59 PM



Date:

# **Co-Sponsorship Application**

A new co-sponsorship application has been submitted through the Parish website.

Requesting Use of the Parish	No
Seal?	
Event Name:	Mother and Daughter Banquet hosted by Terrebonne Women Day Associations
Location:	Dumas Auditorium
Date(s) of Event:	11/04/2023 ( 6:00 PM - 10:00 PM )
Reason for Co- Sponsorship:	The Terrebonne Women Day Associations gives funds to the American Red Cross,Food Bank and several other charities. We are asking for fees to be waived for rental, insurance and security.
Services /	Dumas Auditorium
Resources	Insurance
Needed:	Security
Additional	Non-profit organization? YES
Details	Selling Tickets? NO
Organization:	Terrebonne Women Day Associations
Authorized	Sharon Singleton (Treasurer )
<b>Representative:</b>	
<b>Contact Person:</b>	*** Same as above ***
Mailing	P.0Box 3161
Address:	Houma, LA 70361
Daytime Phone	985-856-4952
Number:	
E-mail:	ss2776@yahoo.com

This email is sent by an automated process for an Online Co-Sponsorship Request submission. If you have any questions, please contact our Information Technology team at <u>development@tocg.org</u>. Thank you!

From: To:

Subject:



Monday, August 21, 2023

#### Item Title:

FY 23 Edward Byrne Memorial Justice Assistance Grant (JAG) Program

### Item Summary:

**RESOLUTION:** Authorizing the Parish President to execute an application form to the U.S. Department of Justice, Office of Justice Programs 2023 Edward Byrne Memorial JAG Grant for the Houma Police Department of the Terrebonne Parish Consolidated Government.

# **ATTACHMENTS:**

Description	Upload Date	Туре
BJA 2023 Executive Summary form.pdf	8/16/2023	Cover Memo
fy23-jag-local-allocations-LA.pdf	8/16/2023	Cover Memo
O-BJA-2023-171790.pdf	8/16/2023	Cover Memo
Federal Edward Bryne JAG 2023 Resolution.doc	8/16/2023	Cover Memo



**EXECUTIVE SUMMARY** 

(REQUIRED FOR ALL SUBMISSIONS)

**PROJECT TITLE** 

FY 23 Edward Byrne Memorial Justice Assistance Grant (JAG) Program

# PROJECT SUMMARY (200 WORDS OR LESS)

The Terrebonne Parish Consolidated Government will use JAG funds to support the Houma Police Department. Funds will be used to purchase portable radio equipment.

# PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

JAG funds will assist TPCG's support to the Houma Police Department to purchase portable radios to continue to provide improve communications for our police officers.

		ТО	TAL EXPENDITURE	
			\$17,578.00	
		AMOUNT SH	OWN ABOVE IS: (CIRC	LE ONE)
		ACTUAL		ESTIMATED
	I	S PROJECTAL	READY BUDGETED: (CI	RCLE ONE)
N/A	NO	YES	IF YES AMOUNT BUDGETED:	

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)								
PARISHWIDE	1 2	3	4	5	6	7	8	9
Ol.		inett	Jeo		C,	-	$) \supset$	

Signature

8/14/25

Date

2023 Louisiana Local JAG Allocations

Listed below are all jurisdictions in the state that are eligible for FY 2023 JAG funding, as determined by the JAG formula. For additional details regarding the JAG formula and award calculation process, with examples, please refer to the JAG Technical report here: https://bjs.ojp.gov/library/publications/justice-assistance-grant-jag-program-2021 and current JAG Frequently Asked Questions here: https://bja.ojp.gov/program/jag/frequently-asked-questions.

Finding your jurisdiction:

(1) Disparate jurisdictions are listed in shaded groups below, in alphabetic order by county.

(2) Direct allocations are listed alphabetically below the shaded, disparate groupings.

(3) Counties that have an asterisk (\*) under the "Direct Allocation" column did not submit the level of violent crime data to qualify for a direct award from BJA, but are in the disparate grouping indicated by the shaded area. The JAG legislation requires these counties to remain a partner with the local jurisdictions receiving funds and must be a signatory on the required Memorandum of

Understanding (MOU). A sample MOU is provided online at: https://www.bja.gov/Funding/JAGMOU.pdf. Disparate jurisdictions do not need to abide by the listed individual allocations, which are provided for information only. Jurisdictions in a funding disparity are responsible for determining individual amounts within the Eligible Joint Allocation and for documenting individual allocations in the MOU.

State	Jurisdiction Name	Government Type	Direct Allocation	Joint Allocation
LA	ACADIA PARISH	County	*	
LA	CROWLEY CITY	Municipal	\$16,224	\$16,224
		<b>2</b> .	A	
LA	BOSSIER PARISH	County	\$11,430	
LA	BOSSIER CITY CITY	Municipal	\$49,348	\$60,778
LA	CADDO PARISH	County	*	
LA	SHREVEPORT CITY	Municipal	\$129,006	\$129,006
LA	EAST BATON ROUGE SHERIFFS OFFICE	County	\$49,403	If sharing award
	BATON ROUGE-EAST BATON ROUGE			
LA	CITY-PARISH	Municipal	\$186,317	\$235,720
	LAFAYETTE CITY-PARISH SHERIFFS			
LA	OFFICE	County	\$18,743	If sharing award
LA	LAFAYETTE CITY-PARISH	Municipal	\$55,714	\$74,457
LA	MOOREHOUSE PARISH	County	*	
		County		¢10.021
LA	BASTROP CITY	Municipal	\$10,021	\$10,021
LA	NATCHITOCHES PARISH	County	*	
LA	NATCHITOCHES CITY	Municipal	\$14,301	\$14,301
			655 050	
LA	OUACHITA PARISH	County	\$55,958	6454 405
LA	MONROE CITY	Municipal	\$98,237	\$154,195
LA	RAPIDES PARISH	County	\$30,362	
LA	ALEXANDRIA CITY	Municipal	\$65,627	\$95,989
LA	ST LANDRY PARISH	County	\$13,353	
LA	OPELOUSAS CITY	Municipal	\$13,333	\$42,063
LA	ASCENSION COUNTY	County	\$31,500	
LA	AVOYELLES COUNTY	County	\$14,193	
LA	BOGALUSA CITY	Municipal	\$13,380	
LA	CALCASIEU COUNTY	County	\$79,575	
LA	HAMMOND CITY	Municipal	\$19,718	
LA	IBERIA COUNTY	County	\$11,159	
LA	IBERVILLE COUNTY	County	\$12,080	

2023 Louisiana Local JAG Allocations

Listed below are all jurisdictions in the state that are eligible for FY 2023 JAG funding, as determined by the JAG formula. For additional details regarding the JAG formula and award calculation process, with examples, please refer to the JAG Technical report here: https://bjs.ojp.gov/library/publications/justice-assistance-grant-jag-program-2021 and current JAG Frequently Asked Questions here: https://bja.ojp.gov/program/jag/frequently-asked-questions.

Finding your jurisdiction:

(1) Disparate jurisdictions are listed in shaded groups below, in alphabetic order by county.

(2) Direct allocations are listed alphabetically below the shaded, disparate groupings.

(3) Counties that have an asterisk (\*) under the "Direct Allocation" column did not submit the level of violent crime data to qualify for a direct award from BJA, but are in the disparate grouping indicated by the shaded area. The JAG legislation requires these counties to remain a partner with the local jurisdictions receiving funds and must be a signatory on the required Memorandum of

Understanding (MOU). A sample MOU is provided online at: https://www.bja.gov/Funding/JAGMOU.pdf. Disparate jurisdictions do not need to abide by the listed individual allocations, which are provided for information only. Jurisdictions in a funding disparity are responsible for determining individual amounts within the Eligible Joint Allocation and for documenting individual allocations in the MOU.

State	Jurisdiction Name	Government Type	Direct Allocation	Joint Allocation
LA	JEFFERSON COUNTY	County	\$100,404	
LA	KENNER CITY	Municipal	\$16,115	
LA	LAFOURCHE COUNTY	County	\$18,662	
LA	LAKE CHARLES CITY	Municipal	\$34,452	
LA	LIVINGSTON COUNTY	County	\$41,007	
LA	NEW ORLEANS CITY	Municipal	\$388,452	
LA	POINTE COUPEE COUNTY	County	\$10,346	
LA	ST CHARLES COUNTY	ST CHARLES COUNTY County \$12,811		
LA	ST JOHN THE BAPTIST COUNTY	County	\$10,049	
LA	ST MARTIN COUNTY	County	\$14,220	
LA	ST MARY COUNTY	County	\$12,568	
LA	ST TAMMANY COUNTY	County	\$22,968	
LA	TANGIPAHOA COUNTY	County	\$74,537	
LA	TERREBONNE CITY	Municipal	\$17,578	
	TERREBONNE PARISH SHERIFF DEPT			
LA	COUNTY	County	\$20,395	
LA	WASHINGTON COUNTY	County	\$21,506	
LA	WEST MONROE CITY	Municipal	\$15,168	
	Local total		\$1,845,597	

OMB No. 1121-0329 Expires 12/31/2023

U.S. Department of Justice Office of Justice Programs Bureau of Justice Assistance



BJA FY 23 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

Assistance Listing Number # 16	6.738
Grants.gov Opportunity Number:	O-BJA-2023-171790
Solicitation Release Date: June 3	30, 2023 12:00 PM ET
Application Grants.gov Deadline:	August 24, 2023 8:59 PM ET
Application JustGrants Deadline:	August 31, 2023 8:59 PM ET

# Overview

The <u>U.S. Department of Justice</u> (DOJ), <u>Office of Justice Programs</u> (OJP), <u>Bureau of</u> <u>Justice Assistance</u> (BJA) seeks applications for funding under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the DOJ's mission by assisting state, local, and tribal jurisdictions' efforts to prevent or reduce crime and violence and to improve the fair administration of the justice system.

This solicitation incorporates guidance provided in the <u>OJP Grant Application Resource</u> <u>Guide</u> which provides additional information for applicants to prepare and submit applications to OJP for funding. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating the "Limitation on Use of Award Funds for Employee Compensation; Waiver" provisions in the "Financial Information" section of the <u>OJP Grant Application</u> Resource Guide.

#### **Solicitation Categories**

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Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2023-00104-PROD	Category 1– Applicants with eligible allocation amounts of less than \$25,000	678	\$10,420,302	10/1/22 12:00 AM	24
C-BJA-2023-00105-PROD	Category 2–Applicants with eligible allocation amounts of \$25,000 or more	618	92,358,317	10/1/22 12:00 AM	48

# **Eligible Applicants:**

City or township governments, County governments, Native American tribal governments (Federally recognized), Special district governments

By law, for purposes of the JAG Program, the term "units of local government" includes a town, township, village, parish, city, county, borough, or other general-purpose political subdivision of a state; or it may be a federally recognized American Indian tribal government that performs law enforcement functions (as determined by the Secretary of the Interior). A unit of local government also may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes; for example, in Louisiana, a unit of local government means a district attorney or parish sheriff. The eligible allocations by state for the fiscal year (FY) 2023 JAG Program can be found at: <a href="https://bja.ojp.gov/">https://bja.ojp.gov/</a> program/jag/fy-2023-allocations.

Eligible allocations under the JAG Program are posted annually on the <u>JAG web page</u>. See the Allocation Determination and Units of Local Government Requirements Regarding Use of JAG Funds section for more information. **Applicants with eligible allocation amounts of less than \$25,000 will apply to Category 1, and applicants with eligible allocation amounts of \$25,000 or more will apply to Category 2.** 

# **Contact Information**

For assistance with the requirements of this solicitation, contact the OJP Response Center at 800-851-3420, 301-240-6310 (TTY for hearing-impaired callers only), or <u>grants@ncjrs.gov</u>.The OJP Response Center operates from 10:00 a.m. to 6:00 p.m. eastern time (ET) Monday–Friday, and 10:00 a.m. to 8:00 p.m. ET on the solicitation

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close date.

# **Submission Information**

<u>Registration</u>: Before submitting an application, all applicants must register with the System for Award Management (SAM). You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to 10 business days to complete.

<u>Submission</u>: Applications must be submitted to DOJ electronically through a two-step process via Grants.gov and JustGrants.

<u>Step 1</u>: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF-424) and a **Disclosure of Lobbying Activities (SF-LLL)** form when they register in Grants.gov at <u>https://www.grants.gov/</u> <u>web/grants/register.html</u>. **Submit the SF-424 and SF-LLL as early as possible, but no later than 48 hours before the Grants.gov deadline**. <u>If an applicant fails to submit in</u> Grants.gov, they will be unable to apply in JustGrants.

For technical assistance with submitting the SF-424 and an SF-LLL in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, <u>Grants.gov Customer Support</u>, or <u>support@grants.gov</u>. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

<u>Step 2</u>: The applicant must submit the **full application**, including attachments, in JustGrants at <u>JustGrants.usdoj.gov</u> by the JustGrants application deadline.

For technical assistance with submitting the **full application** in JustGrants, contact the JustGrants Service Desk at 833-872-5175 or <u>JustGrants.Support@usdoj.gov</u>. The JustGrants Service Desk operates 7 a.m. to 9 p.m. ET Monday–Friday and 9 a.m. to 5 p.m. ET on Saturday, Sunday, and federal holidays.

OJP encourages applicants to review, the "How to Apply" section in the <u>OJP Grant</u> <u>Application Resource Guide</u> and the <u>JustGrants website</u> for more information, resources, and training. Applicants should maintain all receipts and confirmations received from SAM.gov, Grants.gov, JustGrants systems.

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# **Program Description**

# Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

With this solicitation, the Bureau of Justice Assistance (BJA) seeks to award Edward Byrne Memorial Justice Assistance Grant (JAG) Program funds to eligible units of local government. (BJA will issue a separate solicitation for applications from states).

For more information on the JAG Program, please refer to the <u>JAG Fact Sheet</u> and/or <u>JAG Frequently Asked Questions (FAQs)</u>.

**Statutory Authority:** The JAG Program is authorized by Title I of Public Law 90-351 (generally codified at <u>34 U.S.C. 10151-10726</u>), including subpart 1 of part E (codified at 34 U.S.C. 10151-10158); see also 28 U.S.C. 530C(a).

# **Specific Information**

# **Statutory Formula**

JAG awards are based on a statutory formula that is fully described within the <u>JAG</u> <u>Technical Report.</u> Once each fiscal year's overall JAG Program funding level is determined, BJA works with the Bureau of Justice Statistics to begin a four-step grant award calculation process, which, in general, consists of:

- 1. Computing an initial JAG allocation for each state, based on its share of violent crime and population (weighted equally).
- 2. Reviewing the initial JAG allocation amount to determine if the state allocation is less than the minimum award amount defined in the JAG legislation (0.25 percent of the total). If this is the case, the state is funded at the minimum level, and the funds required for this are deducted from the overall pool of JAG funds. Each of the remaining states receives the minimum award plus an additional amount based on its share of violent crime and population.
- 3. Dividing each state's final award amount (except for the territories and the District of Columbia) between the state and its units of local governments at rates of 60 and 40 percent, respectively.
- 4. Determining award allocations for the units of local government, which are based on their proportion of the state's 3-year violent crime average. If the "eligible award amount" for a particular unit of local government, as determined on this basis, is \$10,000 or more, then the unit of local government is eligible to apply directly to OJP (under the JAG Local Solicitation) for a JAG award. If the "eligible award

Page 6 of 38 O-BJA-2023-171790 amount" for a particular unit of local government, as determined on this basis, is less than \$10,000, the funds are not made available for a direct award to that particular unit of local government, but instead are added to the amount that is awarded to the state.

# Allocation Determination and Units of Local Government Requirements Regarding Use of JAG Funds

Eligible allocations under JAG are posted annually on the <u>JAG web page</u>.

According to the JAG Program statute, a "disparity" may exist between the funding eligibility of a county and its associated municipalities. See <u>34 U.S.C. § 10156(d)(4)</u>. Units of local government identified by BJA as disparate must select a fiscal agent that will submit an application for the allocation to include all disparate municipalities. A memorandum of understanding (MOU) that identifies which jurisdiction will serve as the applicant or fiscal agent for joint funds must be completed and signed by each participating jurisdiction's authorized representative. Once an award is made, the fiscal agent will be responsible for distributing award funds to the other jurisdictions in the disparate group through subawards that include all appropriate award conditions. To verify eligibility, an applicant should visit the JAG web page and click on their respective state and note the following regarding the state's allocation table:

- 1. Disparate units of local government are listed in shaded groups, in alphabetic order by county. Units of local government identified as disparate must select one unit of local government to submit an application on behalf of the disparate group.
- 2. Counties that have an asterisk (\*) under the "Direct Allocation" column did not submit the level of violent crime data to qualify for a direct award from BJA but are in the disparate grouping indicated by the shaded area. The JAG legislation requires these counties to remain a partner with the local jurisdictions receiving funds and must be a signatory on the required MOU.
- 3. Direct allocations are listed alphabetically below the shaded disparate groupings.

Please note that disparate jurisdictions do not need to abide by the listed individual allocations, which are provided for information only. Jurisdictions in a funding disparity are responsible for determining individual amounts within the Eligible Joint Allocation and documenting individual allocations in the MOU. See the <u>JAG FAQs</u> for more information. A <u>sample MOU</u> is also available.

# **Statutory Program Areas**

In general, JAG funds awarded to a unit of local government under the FY 2023 program may be used to hire additional personnel and/or purchase equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice or civil proceedings, including for any one or more of the following program areas:

1. Law enforcement programs.

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- 2. Prosecution and court programs.
- 3. Prevention and education programs.
- 4. Corrections and community corrections programs.
- 5. Drug treatment and enforcement programs.
- 6. Planning, evaluation, and technology improvement programs.
- 7. Crime victim and witness programs (other than compensation).
- 8. Mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.
- 9. Implementation of state crisis intervention court proceedings and related programs or initiatives, including, but not limited to, mental health courts, drug courts, veterans courts, and extreme risk protection order programs.

In connection with all of the above purposes, it should be noted that the statute defines "criminal justice" as "activities pertaining to crime prevention, control, or reduction, or the enforcement of the criminal law, including, but not limited to, police efforts to prevent, control, or reduce crime or to apprehend criminals, including juveniles, activities of courts having criminal jurisdiction, and related agencies (including but not limited to prosecutorial and defender services, juvenile delinquency agencies and pretrial service or release agencies), activities of corrections, probation, or parole authorities and related agencies assisting in the rehabilitation, supervision, and care of criminal offenders, and programs relating to the prevention, control, or reduction of narcotic addiction and juvenile delinquency."

### **BJA Areas of Emphasis**

BJA recognizes that many state and local justice systems currently face challenging fiscal environments and an important, cost-effective way to relieve those pressures is to share or leverage resources through cooperation among federal, state, and local law enforcement. Key areas of priority for BJA include advancing justice system reform efforts, advancing racial equity and support for underserved communities, preventing and combating hate crimes, crime and violence reduction strategies, and community violence intervention (CVI) approaches. BJA encourages recipients of FY 2023 JAG funds to consider coordination with federal law enforcement agencies and other stakeholders, including communities most impacted by crime and violence, in addressing these challenges. Additional details on the BJA areas of emphasis can be found below:

# **Advancing Justice System Reform Efforts**

The justice system serves an important role in protecting communities and seeking justice for victims. For the justice system to serve that role effectively, it must be fair, open, and equitable; utilize evidence-based approaches; and promote restorative practices and rehabilitation. For far too long, however, the justice system has not lived up to its promise. Racial bias and injustice and overly harsh sentences have swelled correctional populations which not only exacerbates distrust in the justice system, but also destabilizes the wellbeing of communities. To build strong, safe, and healthy communities, it is critical to address the underlying,

Page 8 of 38 O-BJA-2023-171790 entrenched issues of inequity and disparity in the criminal justice system so that all persons receive equal treatment under the law. Jurisdictions must carefully review the ways in which the structures and incentives within their own systems are driving correctional populations and racial disparities and realign operations and target resources toward community solutions.

Consistent with President Biden's <u>Executive Order 14074</u>, Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety, and the <u>Safer America Plan</u>, DOJ is committed to advancing bold, effective justice reform solutions that deliver safety, equity, and justice for all. Justice system reform includes, but is not limited to, a wide range of investments in community safety and justice such as accountability of law enforcement to build community trust, alternatives to incarceration, community supervision reforms, support for mental health and substance use treatment services, community-driven programs and partnerships, and enhancing pretrial processes, Efforts to continue to address the backlog of court cases created during the pandemic would fall in this category. BJA encourages JAG recipients to utilize funding for projects that promote all aspects of justice system reform.

#### Advancing Racial Equity and Support for Underserved Communities

Consistent with the Presidential <u>Memorandum on Restoring the Department of</u> Justice's Access-to-Justice Function and Reinvigorating the White House Legal Aid Interagency Roundtable and <u>Executive Order 13985</u>, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, DOJ is committed to ensuring equal access to justice and identifying and reducing disparities that exist throughout the criminal and civil legal systems, and to remove barriers to ensure equal opportunity for people of color and for communities that have been historically underserved, marginalized, and adversely affected by inequality. This commitment is evidenced by the April 14, 2022, <u>Equity Action Plan</u> designed to increase equity, opportunity, and resources for the most vulnerable communities.

BJA encourages JAG recipients to utilize funds to support efforts at the state, territory, local, and tribal levels to institute more effective and equitable criminal justice policies and practices, foster public trust, and enhance public safety and security by increasing engagement with community members and building partnerships with community organizations to develop a shared vision and approach to addressing crime. This includes support for strategies to ensure the protection of defendants' and incarcerated individuals' constitutional rights and safety and efforts to address wrongful convictions and conviction integrity. This also includes supporting technological or personnel upgrades to provide more equitable access to justice, including language access resources, resources to better serve those with disabilities, and indigent defense services. Finally, this can include efforts to build partnerships between the criminal justice system and nonprofits to

Page 9 of 38 O-BJA-2023-171790 provide support for collaborative, community-driven and informed efforts, such as community-based diversion programs outside of the criminal justice system, increasing access to resources to support the right to counsel, and developing community-driven and informed prevention programs or responses to violent crime.

#### **Preventing and Combating Hate Crimes**

Hate crimes (sometimes called bias-motivated crimes) are criminal offenses motivated by some form of bias toward victims based on their perceived or actual race, color, ethnicity, religion, national origin, sexual orientation, gender, gender identity, or disability. Hate crimes have a devastating effect beyond the harm inflicted on any one victim. They reverberate through families, communities, and the entire nation as others fear that they too may be threatened, attacked, or forced from their homes because of what they look like, who they are, where they worship, who they love, or whether they have a disability. As with most other crimes, hate crimes in the United States are primarily investigated under state law and prosecuted by local, state, and tribal authorities. However, reluctance from victims and witnesses to contact law enforcement about hate crime incidents may arise from perceptions of bias, distrust of law enforcement or the criminal justice system, or barriers such as language or concerns about immigration status. Hate crimes are chronically underreported to and under-identified by law enforcement. Tools such as the U.S. Bureau of Justice Statistics' National Crime Victimization Survey (NCVS) and the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) program shed some light on trends among those hate crimes reported to law enforcement or through NCVS. Although hate crimes are often underreported, in recent years, there have been alarming spikes in hate crimes and threats of violence across the country, often fueled by online hate forums. In 2021 and 2022, there were several attacks on houses of worship, threats against Historically Black Colleges and Universities, and increased attacks on Asian Americans. Though many jurisdictions are facing significant increases in hate crimes and hate incidents, a recent research study and survey from the National Institute of Justice (NIJ) indicates that many state and local law enforcement agencies do not have adequate tools to identify, investigate, and respond to hate crimes, and only 23 percent of law enforcement agencies that responded to the survey reported any hate crime investigations in 2018.

In September 2022, Attorney General Merrick Garland <u>announced that all 94 U.S.</u> <u>Attorneys' offices</u> would be implementing the United Against Hate Program and emphasized that eliminating hate and bias-motivated crimes is one of DOJ's top priorities, and combating hate crimes and promoting trust and accountability in law enforcement was one of the Department's priority goals for fiscal year 2023. BJA encourages JAG recipients to utilize funding to promote change and accountability by supporting state, local, and tribal efforts to prevent hate crimes, improve data collection and reporting of hate-related criminal offenses and incidents, and promote efforts to fully investigate and prosecute hate crimes when they do occur.

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This includes ensuring those agencies that have not yet transitioned to the National Incident Based Reporting System (NIBRS) do so expeditiously to ensure that national hate crime statistics are as accurate as possible. More information on BJA's portfolio addressing hate crimes, including the <u>Emmett Till Cold Case</u> <u>Investigations</u> and <u>Matthew Shepard and James Byrd</u>, Jr. Hate Crimes programs, can be found at: <u>Hate Crime | Bureau of Justice Assistance (ojp.gov)</u>.

#### **Crime and Violence Reduction Strategies**

The Biden–Harris Administration and DOJ have made crime and violence reduction a top priority. In May 2022, President Biden signed Executive Order 14074, Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety, which states, "since early 2020, communities around the country have faced rising rates of violent crime, requiring law enforcement engagement at a time when law enforcement agencies are already confronting challenges of staffing shortages and low morale." According to an analysis of 27 cities conducted by the Council on Criminal Justice, the number of homicides in 2022 declined 4 percent over 2021, yet the homicide rate remained 34 percent higher than 2019 levels. Also, preliminary data compiled by the National Law Enforcement Officers Memorial Fund indicate that as of December 31, 2022, 226 federal, state, tribal, and local law enforcement officers died in the line of duty in 2022. Line-of-duty-related deaths continue to be a top concern. Sixty-four law enforcement officers were killed feloniously by firearms in 2022, which is an increase over the historical number of deaths by gunfire seen in the prior decade (2010-2020 saw an average of 53).

BJA encourages JAG grantees to invest funds to tailor programs and responses to state and local crime issues through the use of data and analytics; coordinate with United States Attorneys and Project Safe Neighborhoods grantees in order to leverage funding for crime and violence reduction projects and coordinate their law enforcement activities with those of federal law enforcement agencies such as the FBI, the Bureau of Alcohol, Tobacco, Firearms and Explosives, the Drug Enforcement Administration, the United States Marshals Service, and the Department of Homeland Security; and form partnerships with federal, state, and local law enforcement and prosecutors to identify persons who use guns to commit a crime and who purchase or sell guns illegally. This includes ensuring that persons prohibited from purchasing firearms (see e.g.,18 U.S.C. § 922(g)) are deterred from doing so by enhancing complete, accurate, and timely access to the FBI's National Instant Criminal Background Check System (NICS) and the timely submission of all necessary records into the FBI databases, which will help prevent illegal transfers of firearms to those who are prohibited from owning firearms under current law. BJA also encourages JAG grantees to invest in implementing programs that provide training, assistance, and resources to law enforcement agencies to mitigate the current crisis in law enforcement recruitment and retention, bolster the security of at-risk places of worship such as synagogues, churches, and mosques, provide

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security for prosecutors and elections, enhanced community policing and crime prevention, enforcement of commonsense gun laws, and upgrade systems and/or purchase technology that support agency strategies to reduce violent crime and enhance their capacity to better address crime.

#### **Community Based Violence Intervention (CVI) Approaches**

In April 2021, the Biden–Harris Administration announced historic investments in CVI efforts to combat the gun violence epidemic. CVI is an approach that uses evidence-informed strategies to reduce violence through tailored, communitycentered initiatives. These multidisciplinary strategies engage individuals and groups to prevent and disrupt cycles of violence and retaliation and establish relationships between individuals and community assets to deliver services that save lives, address trauma, provide opportunity, and improve the physical, social, and economic conditions that drive violence. On February 16, 2023, Attorney General Garland delivered remarks at a convening of grantees under OJP's Community Based Violence Intervention and Prevention Initiative. He emphasized that DOJ's approach to disrupting violent crime is: "centered on our partnerships both with the communities harmed by violent crime and with the law enforcement agencies that protect those communities. Our approach is centered on building public trust. We know that we cannot do our jobs effectively without the trust of the communities we serve. Our department-wide anti-violent crime strategy leverages the resources of our federal prosecutors, agents, investigators, grant programs, and criminal justice experts towards those ends. We are working closely with local and state law enforcement agencies, with officials across government, and with the communities most affected by this violence, and with the community organizations on the front lines - all toward one goal: the goal of making our communities safer."

BJA encourages JAG recipients to invest JAG funds to tailor programs to build strong, sustained partnerships with community residents and organizations to support CVI work in communities most impacted by violent crime. CVI strategies typically focus on high-risk individuals and gang and gun violence as well as the historical and structural challenges that often contribute to community violence. CVI strategies should involve holistic, coordinated interventions attending to the multiple needs of individuals at high risk of gang and gun violence. For example, hospitalbased violence intervention programs use credible messengers to connect with victims of gun violence while they are still in the hospital, and then wraparound services are typically provided to them such as behavioral health support, employment access, housing advocacy, and family support. More information on CVI strategies is available through BJA's National Training and Technical Assistance Center (NTTAC) and on BJA's website at: https://bja.ojp.gov/program/ community-violence-intervention/overview. BJA encourages JAG recipients to partner with organizations with existing CVI strategies to support and enhance those programs, which may include organizations funded under OJP's Community Based Violence Intervention and Prevention Initiative (CVIPI). To identify and learn

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more about existing CVIPI grantees, review <u>OJP's CVIPI web page</u> and FY 2022 CVIPI award information. In addition, jurisdictions looking to implement those strategies can request training and technical assistance (TTA) on the <u>NTTAC</u> <u>website</u>.

# Additional Uses of JAG Funds

JAG funds awarded under this FY 2023 solicitation may also be used to:

- Support reentry projects with the goal of improving outcomes for incarcerated individuals returning to the community from prison or jail.
- Support projects related to preventing, detecting, seizing, and/or stopping the presence and use of contraband cellphones within correctional facilities. This includes the purchasing of managed access systems and other mitigation technologies (as permitted by applicable law).
- Purchase fentanyl and methamphetamine detection equipment, including handheld instruments and training for law enforcement safety, as well as opioid reversal agents.
- Purchase drug-detection canines to combat the rise of drug trafficking, including that of methamphetamines.
- Support efforts to seal and expunge criminal history information in accordance with state laws and policies.
- Support efforts to attract and retain an all-inclusive, diverse, expert, and accountable law enforcement workforce, with a focus on gender and racial diversity.
- Support virtual reality de-escalation training.
- Purchase humane remote restraint devices that enable law enforcement to restrain an uncooperative subject without inflicting pain.
- Purchase gunfire detection technology.
- Promote data sharing and sex offender monitoring.

Additionally, JAG funds awarded under this FY 2023 solicitation may be used for any purpose indicated here: <u>Purposes for Which Funds Awarded Under the Edward Byrne</u> <u>Memorial Justice Assistance Grants (JAG) Program May Be Used (ojp.gov)</u>.

# Limitations on the Use of JAG funds

<u>Administrative Costs</u> — Up to 10 percent of a JAG award, including up to 10 percent of any earned interest, may be used for costs associated with administering the award, which can include indirect costs.

<u>Supplanting</u> — JAG funds may not be used to supplant state or local funds but must be used to increase the amount of such funds that would, in the absence of federal funds, be made available. See the <u>JAG FAQs</u> for examples of supplanting. Although supplanting is prohibited, BJA encourages the leveraging of federal funding.

Page 13 of 38 O-BJA-2023-171790 <u>Matching Funds</u> — Absent specific federal statutory authority to do so, JAG award funds may not be used as a match for other federal awards.

Prohibited and Controlled Equipment and Associated Procedures under JAG — The JAG statute, at <u>34 U.S.C. § 10152(d)</u>, specifically identifies a list of prohibited items. In addition, consistent with <u>Executive Order 14074</u>, Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety of May 25, 2022, the use of OJP grant funds for the purchase or transfer of certain equipment has been designated as prohibited or controlled starting with FY 2023 OJP grant funds. Details and associated procedures for requesting prior approval, where applicable, can be found in the JAG Prohibited and Controlled Equipment Guidance and the JAG FAQs.

Note: The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV) and/or any accompanying accessories to support UAS or UAV devices/systems, is unallowable.

# **Other Program Requirements**

A unit of local government that applies for and receives an FY 2023 JAG award must note the following:

<u>Trust Fund</u> — Units of local government may draw down JAG funds either in advance or on a reimbursement basis. To draw down in advance, a trust fund must be established in which to deposit the funds. The trust fund must be in an interest-bearing account, unless one of the exceptions in 2 C.F.R. § 200.305(b)(8) apply. If subrecipients draw down JAG funds in advance, they also must establish a trust fund in which to deposit the funds. For additional information, see 2 C.F.R. § 200.305.

# <u>Minimum Requirements for Extreme Risk Protection Order Programs (ERPOs)</u> — ERPOs must include, at a minimum—

- Pre-deprivation and post-deprivation due process rights that prevent any violation or infringement of the Constitution of the United States, including, but not limited to, the Bill of Rights and the substantive or procedural due process rights guaranteed under the fifth and 14th amendments to the Constitution of the United States, as applied to the states and as interpreted by state courts and United States courts (including the Supreme Court of the United States). Such programs must include, at the appropriate phase to prevent any violation of constitutional rights, at minimum, notice, the right to an in-person hearing, an unbiased adjudicator, the right to know opposing evidence, the right to present evidence, and the right to confront adverse witnesses.
- 2. The right to be represented by counsel at no expense to the government.
- 3. Pre-deprivation and post-deprivation heightened evidentiary standards and proof which mean not less than the protections afforded to a similarly situated litigant in

Page 14 of 38 O-BJA-2023-171790 federal court or promulgated by the state's evidentiary body, and sufficient to ensure the full protections of the Constitution of the United States, including, but not limited to, the Bill of Rights and the substantive and procedural due process rights guaranteed under the fifth and 14th amendments to the Constitution of the United States, as applied to the states and as interpreted by state courts and United States courts (including the Supreme Court of the United States). The heightened evidentiary standards and proof under such programs must, at all appropriate phases to prevent any violation of any constitutional right, at minimum, prevent reliance upon evidence that is unsworn or unaffirmed, irrelevant, based on inadmissible hearsay, unreliable, vague, speculative, and lacking a foundation.

4. Penalties for abuse of the program.

<u>Certifications and Assurances by the Chief Executive of the Applicant Government</u> (which incorporates the 30-day governing body review requirement) — A JAG application is not complete, and a unit of local government may not access award funds, unless the chief executive of the applicant unit of local government (e.g., the mayor) properly executes, and the unit of local government submits, the "Certifications and Assurances by the Chief Executive of the Applicant Government." The most up-to-date version of this certification can be found at: FY23 JAG - Certifications and Assurances by the Chief <u>Executive of the Applicant Government</u>. Please note that this certification contains assurances that the governing body notification and public comment requirements, which are required under the JAG statute (at 34 U.S.C. § 10153(a)(2)), have been satisfied.

OJP will not deny an application for an FY 2023 award for failure to submit these "Certifications and Assurances by the Chief Executive of the Applicant Government" by the application deadline, but a unit of local government will not be able to access award funds (and its award will include a condition that withholds funds) until it submits these certifications and assurances properly executed by its respective chief executive (e.g., the mayor).

<u>Body-worn Cameras (BWCs)</u> — A JAG award recipient that proposes to use FY 2023 funds to purchase BWC equipment or implement or enhance BWC programs must provide to OJP a certification(s) that each direct recipient receiving the equipment or implementing the program has policies and procedures in place related to BWC equipment usage, data storage and access, privacy considerations, and training. The certification form related to BWC policies and procedures can be found at: <u>JAG - Body-Worn Camera (BWC) Policy Certification</u>.

A JAG award recipient that proposes to use funds for BWC-related expenses will have funds withheld until the required certification is submitted and approved by OJP. If the JAG award recipient proposes to change project activities to utilize JAG funds for BWCrelated expenses after the award is accepted, the JAG award recipient must submit the signed certification to OJP at that time.

Further, before making any subaward for BWC-related expenses, the JAG award

Page 15 of 38 O-BJA-2023-171790 recipient must collect a completed BWC certification from the proposed subrecipient. Any such certifications must be maintained by the JAG award recipient and made available to OJP upon request. The <u>BJA BWC Toolkit</u> provides model BWC policies and best practices to assist criminal justice departments in implementing BWC programs.

Apart from the JAG Program, BJA provides funds under the <u>Body-worn Camera Policy</u> and <u>Implementation Program</u> (BWCPIP). BWCPIP allows jurisdictions to develop and implement policies and practices required for effective program adoption, and to address program factors including the purchase, deployment, and maintenance of camera systems and equipment; data storage and access; and privacy considerations. Interested JAG award recipients may wish to refer to the <u>BWC Partnership Program web page</u> for more information. JAG award recipients that are also BWC award recipients may not use JAG funds for any part of the 50 percent match required by the BWC Program.

<u>Body Armor</u> — Body armor purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the following requirements are met: The body armor must have been tested and found to comply with the latest applicable National Institute of Justice ballistic or stab standards (<u>https://cjtec.org/compliance-testing-program/compliant-product-lists/</u>). In addition, body armor purchased must be made in the United States.

Body armor purchased with JAG funds must be "uniquely fitted vests," which means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage through a combination of (1) correctly sized panels and carrier determined through appropriate measurement and (2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. Note that the requirement that body armor be "uniquely fitted" does not necessarily require body armor that is individually manufactured based on the measurements of an individual wearer. In support of OJP's efforts to improve officer safety, the American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor (Active Standard ASTM E3003) at no cost. The Personal Armor Fit Assessment Checklist is excerpted from ASTM E3003.

A JAG award recipient that proposes to use FY 2023 award funds to purchase body armor must provide OJP with a certification(s) that each law enforcement agency receiving body armor has a written "mandatory wear" policy in effect (see <u>34 U.S.C. §</u> <u>10202(c)</u>). The certification form related to mandatory wear can be found at: <u>JAG - Body</u> <u>Armor Mandatory Wear Policy Certification</u>. Note: A JAG award recipient that proposes to use funds for the purchase of body armor will have funds withheld until the required certification is submitted and approved by OJP. If the JAG award recipient proposes to change project activities to utilize funds for the purchase of body armor after the award is accepted, the award recipient must submit the signed certification to OJP at that time.

Further, before making any subaward for the purchase of body armor, the JAG award recipient must collect a completed mandatory wear certification from the proposed

Page 16 of 38 O-BJA-2023-171790 subrecipient. Any such certifications must be maintained by the JAG award recipient and made available to OJP upon request. A mandatory wear concept and issues paper and a model policy are available from the BVP Customer Support Center, which can be contacted at <u>vests@usdoj.gov</u> or toll free at 1–877–758–3787. Additional information and FAQs related to the mandatory wear policy and certifications can be found in the <u>JAG</u> <u>FAQs</u>.

Apart from the JAG Program, BJA provides funds under the Patrick Leahy Bulletproof Vest Partnership (BVP) Program. The BVP Program provides funding to state and local law enforcement agencies for the purchase of ballistic-resistant and stab-resistant body armor. For more information on the BVP Program, including eligibility and an application, refer to the <u>BVP webpage</u>. JAG award recipients should note, however, that funds may not be used for any part of the 50 percent match required by the BVP Program.

<u>Death in Custody Reporting Act (DCRA)</u> — The Death in Custody Reporting Act of 2013 (Public Law 113-242) requires states to report to the Attorney General information regarding the death of any person who is detained, under arrest, in the process of being arrested, en route to be incarcerated, or incarcerated at a municipal or county jail, state prison, state-run boot camp prison, boot camp prison that is contracted by the state, any state or local contract facility, or other local or state correctional facility (including any juvenile facility). To comply with DCRA, JAG State Administering Agencies (SAAs) are responsible for collecting data on a quarterly basis from local entities including local jails, law enforcement agencies, medical examiners, and other state agencies and submitting the data to BJA. Units of local government are strongly encouraged to cooperate with DCRA data collection efforts within their state.

Interoperable Communications — Units of local government (including any subrecipients) that are using FY 2023 JAG funds for emergency communications activities should comply with the SAFECOM Guidance for Emergency Communication Grants (SAFECOM Guidance), including provisions on technical standards that ensure and enhance interoperable communications. The SAFECOM Guidance is an essential resource for entities applying for federal financial assistance for emergency communications projects. It provides general information on eligible activities, technical standards, and other terms and conditions that are common to most federal emergency communications programs. Specifically, the SAFECOM Guidance provides guidance to applicants on:

- Recommendations for planning, coordinating, and implementing projects.
- Emergency communications activities that can be funded through federal grants.
- Best practices, policies, and technical standards that help to improve interoperability.
- Resources to help grant recipients comply with technical standards and grant requirements.

Page 17 of 38 O-BJA-2023-171790 SAFECOM Guidance is recognized as the primary guidance on emergency communications grants by the Administration, Office of Management and Budget, and federal grant program offices. The Cybersecurity & Infrastructure Security Agency (CISA) updates the document every year in close coordination with federal, state, local, tribal, and territorial stakeholders, and partners. SAFECOM Guidance is applicable to all federal grants funding emergency communications. The most recent version of the SAFECOM Guidance is available at: <a href="https://www.cisa.gov/safecom/funding">https://www.cisa.gov/safecom/funding</a>.

Additionally, emergency communications projects funded with FY 2023 JAG funds should support the Statewide Communication Interoperability Plan (SCIP) and be coordinated with the full-time statewide interoperability coordinator (SWIC) in the state of the project. As the central coordination point for a state's interoperability effort, the SWIC plays a critical role and can serve as a valuable resource. SWICs are responsible for the implementation of SCIP through coordination and collaboration with the emergency response community. CISA maintains a list of SWICs for each state and territory. Contact ecd@cisa.dhs.gov for more information. All communications equipment purchased with FY 2023 JAG Program funding should be identified during the quarterly performance measurement reporting.

<u>DNA Testing of Evidentiary Materials and Uploading DNA Profiles to a Database</u> — If JAG Program funds are to be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS), the national DNA database operated by the FBI, by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other nongovernmental DNA database without prior written approval from BJA (exceptions include forensic genealogy). Additionally, award recipients utilizing JAG funds for forensic genealogy testing must adhere to the DOJ Interim Policy Forensic Genealogical DNA Analysis and Searching available at: <u>https://www.justice.gov/olp/page/file/1204386/</u> <u>download</u>. For more information about DNA testing as it pertains to JAG, please refer to the JAG FAQs.

Entry of Records into State Repositories — As appropriate and to the extent consistent with law, a special condition will be imposed that would require the following: Any program or activity that receives federal financial assistance under JAG that is likely to generate court dispositions or other records relevant to NICS determinations, including any dispositions or records that involve any noncitizen or migrant who is undocumented in the United States (18 U.S.C. § 922(g)(5)(A), must have a system in place to ensure that all such NICS-relevant dispositions or records are made available in a timely fashion.

<u>National Incident-based Reporting System</u> — In FY 2016, the FBI formally announced its intention to sunset the UCR program's traditional Summary Reporting System (SRS) and replace it with NIBRS by January 1, 2021. By statute, BJA JAG awards are calculated using summary part 1 violent crime data from the FBI's UCR program. Specifically, the formula allocations for JAG rely heavily on the ratio of "the average number of part 1

Page 18 of 38 O-BJA-2023-171790 violent crimes of the UCR of the FBI reported by such State for the three most recent years reported by such State to the average annual number of such crimes reported by all States for such years" (34 U.S.C. 10156(a)(1)(B)). In preparation for the FBI's 2021 NIBRS compliance deadline, BJA imposed an administrative requirement for JAG award recipients that are not NIBRS compliant to dedicate 3 percent of their JAG award toward coming into full compliance with the FBI's NIBRS data submission requirement to both encourage and assist jurisdictions in working toward compliance and ensure they continue to have critical criminal justice funding available through JAG when SRS transitioned to NIBRS. A NIBRS set-aside is NOT required for FY 2023 awards; however, JAG recipients are encouraged to continue working toward and/or maintaining NIBRS compliance to ensure that JAG eligibility is not affected in future fiscal years. Local jurisdictions that are seeking NIBRS compliance certification should reach out directly to their respective state agency. Agencies with questions about the certification process may contact ucr-nibrs@fbi.gov. More information about NIBRS, including toolkits and updates from the FBI Criminal Justice Information Services team, can be found at: NIBRS — FBI.

# **Goals, Objectives, and Deliverables**

# Goals

In general, the FY 2023 JAG Program is designed to provide units of local government with additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice and civil proceedings.

#### **Objectives**

The objectives are directly related to the JAG Program accountability measures described at: <u>https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/jag-pmt-accountability-measures.pdf</u>.

A unit of local government that receives an FY 2023 JAG award will be required to produce various types of reports including quarterly performance reports in BJA's Performance Measurement Tool (PMT), quarterly financial reports in JustGrants, and semi-annual progress reports in JustGrants.

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed in the Application and Submission Information section.

# **Evidence-Based Programs**

OJP strongly encourages the use of data and evidence in policymaking and program development for criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the <u>OJP Grant</u> <u>Application Resource Guide</u>.

# Information Regarding Potential Evaluation of Programs and Activities

Page 19 of 38 O-BJA-2023-171790 OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information and applicable documentation to be included in the application, see the <u>OJP Grant Application Resource Guide</u> section entitled "Information Regarding Potential Evaluation of Programs and Activities."

# Federal Award Information

# **General Guidance for Federal Award**

Anticipated number of awards BJA expects to make:1296 Anticipated maximum dollar amount for each award: \$4,660,745 Period of performance start date: October 1, 2022 Period of performance duration: 24 - 48 months Anticipated Total amount to be awarded under solicitation: \$102,778,619

<u>Category 1 — Eligible Allocation Amounts of Less than \$25,000</u>: Units of local government that are listed on the JAG web page as eligible for an allocation amount of less than \$25,000 should apply under Category 1. This includes direct and joint (disparate) allocations. Category 1 awards of less than \$25,000 are 2 years in length. Extensions of up to 2 years can be requested for these awards via JustGrants no fewer than 30 days prior to the project period end date and will be automatically granted upon request.

<u>Category 2 — Eligible Allocation Amounts of \$25,000 or More</u>: Units of local government that are listed on the JAG web page as eligible for an allocation amount of \$25,000 or more should apply under Category 2. This includes direct and joint (disparate) allocations. Category 2 awards of at least \$25,000 are 4 years in length. Extensions beyond this period may be made on a case-by-case basis at the discretion of BJA and must be requested via JustGrants no fewer than 30 days prior to the project period end date.

#### **Solicitation Categories**

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-BJA-2023-00104-PROD	Category 1– Applicants with eligible allocation amounts of less than \$25,000	678	\$10,420,302	10/1/22 12:00 AM	24
	Category				

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C-BJA-2023-00105-PROD 2–Applicants with eligible allocation amounts of \$25,000 or more	618	92,358,317	10/1/22 12:00 AM	48
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# Awards, Amounts and Durations

# **Type of Award**

BJA expects to make awards under this solicitation as grants. See the "Administrative, National Policy, and Other Legal Requirements" section of the <u>OJP Grant Application</u> <u>Resource Guide</u> for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants.

# **Financial Management and System Controls**

Award recipients and subrecipients (including recipients or subrecipients that are passthrough entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the OJP Grant Application Resource Guide for additional information.

# **Budget Information**

This solicitation expressly modifies the <u>OJP Grant Application Resource Guide</u> by not incorporating the "Limitation on Use of Award Funds for Employee Compensation; Waiver" provision in the "Financial Information" section of the <u>OJP Grant Application</u> <u>Resource Guide</u>.

<u>General requirement for federal authorization of any subaward; statutory authorization of</u> <u>subawards under the JAG Program statute.</u> Generally, a recipient of an OJP award may not make subawards ("subgrants") unless the recipient has specific federal authorization to do so. Unless an applicable statute or DOJ regulation specifically authorizes (or requires) particular subawards, a recipient must have authorization from OJP before it may make a subaward. However, JAG subawards that are required or specifically authorized by statute (see <u>34 U.S.C. § 10152(a) and 34 U.S.C. § 10156</u>) do not require prior approval. For additional information regarding subawards and authorizations, please refer to the subaward section in the <u>OJP Grant Application Resource Guide</u>.

The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and/or any accompanying accessories to support UAS or UAV devices/systems, is unallowable.

# **Cost Sharing or Matching Requirement**

Page 21 of 38 O-BJA-2023-171790 This solicitation does not require a match.

#### Pre-agreement Costs (also known as Pre-award Costs)

See the <u>OJP Grant Application Resource Guide</u> for information on Pre-agreement Costs (also known as Pre-award Costs).

#### Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the <u>OJP Grant Application Resource Guide</u> for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

#### Costs Associated with Language Assistance (if applicable)

See the <u>OJP Grant Application Resource Guide</u> for information on Costs Associated with Language Assistance.

#### Availability of Funds

This solicitation, and awards under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

The allocations by state for the FY23 JAG Program can be found at: <u>https://bja.ojp.gov/program/jag/fy-2023-allocations</u>.

**Eliigibility Information** 

For eligibility information, see the solicitation cover page.

For information on cost sharing or matching requirements, see the "Federal Award Information" section.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Application and Submission Information

#### **Content of Application Submission**

Page 22 of 38 O-BJA-2023-171790 See the "Application Elements and Formatting Instructions" section of the <u>OJP Grant</u> <u>Application Resource Guide</u> for information on what happens to an application that does not contain all the specified elements or is nonresponsive to the scope of the solicitation.

# Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov

The SF-424 must be submitted in Grants.gov. It is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the <u>OJP Grant Application Resource Guide</u> for additional information on completing the SF-424.

In Section 8F of the SF-424, please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information *(email address)* to assign the application to this user in JustGrants.

**Intergovernmental Review:** This solicitation ("funding opportunity") **is** subject to <u>Executive Order 12372</u>. An applicant may find the names and addresses of State Single Points of Contact (SPOCs) at the following website: <u>https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf</u>. If the applicant's State appears on the SPOC list, the applicant must contact its SPOC to find out about, and comply with, the State's process under E.O. 12372. On the SF-424, an applicant whose State appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant has complied with its State E.O. 12372 process. An applicant whose State appears on the SPOC list is to E.O. 12372 but has not been selected by the State for review." the SF-424, an applicant whose State appears on the SPOC list is to make the appropriate selection 19 by selecting "Program is subject to E.O. 12372 but has not been selected by the State for review." the SF-424, an applicant whose State appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant whose State appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant whose State appears on the SPOC list is to make the appropriate selection in response to question 19, once the applicant has complied with its State E.O. 12372 process. An applicant whose State does not appear on the SPOC list should answer question 19 by selecting "Program is subject to E.O. 12372 but has not been selected by the State for review."

#### Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is prepopulated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to add: zip codes for areas affected by the project; confirm their Authorized Representative; and verify and confirm the organization's unique entity identifier, legal name, and address.

#### **Proposal Abstract**

Page 23 of 38 O-BJA-2023-171790 A brief Proposal Abstract (no more than 100 words), which concisely describes the intended use of JAG funds, must be completed in the JustGrants web-based form. This abstract should be in paragraph form without bullets or tables, written in the third person, and exclude personally identifiable information. Abstracts will be made publicly available on the OJP and USASpending.gov websites if the project is awarded. Examples of brief Proposal Abstracts are included below.

#### JAG Abstract Examples:

The city of \_\_\_\_\_ will use JAG funds for overtime for increased patrols to bolster the security of at-risk nonprofit organizations such as synagogues, churches, mosques, and other places of worship.

The county of \_\_\_\_\_ will use JAG funds to hire credible messengers as part of a community based violence intervention initiative.

#### Disparate JAG Abstract Example:

The disparate jurisdictions of \_\_\_\_\_ and \_\_\_\_ will use JAG funds for technology improvements and equipment. Specifically, the county of \_\_\_\_\_ will use JAG funds to replace its records management system in order to transition to NIBRS, and the city of \_\_\_\_\_ will use JAG funds to purchase body worn cameras to promote public trust, accountability, and transparency.

#### **Proposal Narrative**

The Proposal Narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point font; have no less than 1-inch margins; and should not exceed 10 numbered pages.

#### Category 1 — Eligible Allocation Amounts of Less than \$25,000

The proposal narrative for Category 1 applications must include a description of the project(s), including subawards, if applicable, to be funded with JAG funds over the 2-year grant period.

#### Category 2 — Eligible Allocation Amounts of \$25,000 or More

The proposal narrative for Category 2 applications should include:

a. Description of the Issue

Identify the unit of local government's strategy/funding priorities for the FY 2023 JAG funds, the subaward process (if applicable, including disparates) and

Page 24 of 38 O-BJA-2023-171790 timeline, any progress or challenges, and a description of the programs to be funded over the 4-year grant period.

b. Project Design and Implementation

Describe the unit of local government's process, if any, for engaging stakeholders from across the justice continuum and how that input informs priorities. This should include a description of how local communities are engaged in the planning process, how state and local planning efforts are coordinated, and the challenges faced in coordination. The applicant should identify the stakeholders representing each program area who are participating in the strategic planning process, the gaps in the state's needed resources for criminal justice purposes, plans to improve the administration of the criminal justice system, and how JAG funds will be coordinated with state and related justice funds.

c. Capabilities and Competencies

Describe any additional strategic planning/coordination efforts in which the units of local government participate with other criminal justice entities within the local jurisdiction and/or state. Please provide an overview of any evidence-informed programs that have been implemented successfully and how those programs might inform implementation of strategic plan priorities.

d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data should it receive funding.

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measure information is included as a notification that award recipients will be required to submit performance data as part of each award's reporting requirements. Some measures are presented as examples, while others are the exact measures that every recipient will be expected to address.

OJP will require each award recipient to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" discussion. Applicants can visit OJP's performance measurement page at <u>www.ojp.gov/performance</u> for an overview of performance measurement activities at OJP.

A list of performance measure questions for this program can be found at: <u>https://bjapmt.ojp.gov/help/JAGDocs.html.</u> NOTE: BJA is in the process of reviewing and revising these performance measure questions. Any changes resulting from this

Page 25 of 38 O-BJA-2023-171790 review will be communicated to award recipients.

BJA will require award recipients to submit quarterly performance measure data in BJA's PMT located at <u>https://bjapmt.ojp.gov</u> and separately submit a semi-annual performance report in JustGrants. BJA will provide further guidance on the post-award submission process, if selected for award.

#### Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance in the "Note on Project Evaluations" section in the OJP Grant Application Resource Guide.

#### **Budget and Associated Documentation**

#### **Budget Worksheet and Budget Narrative (attachment)**

The applicant will complete the budget worksheet attachment and submit it by uploading it as an attachment in JustGrants. See the <u>OJP Grant Application Resource Guide</u> for additional information.

The budget narrative and budget worksheet (attachment) are critical elements, and applicants will be unable to successfully submit an application in JustGrants unless an attachment is uploaded in this section. If an applicant does not have a budget to submit at the time of application, an attachment must be uploaded noting as such, and BJA will add the appropriate special condition withholding funds for budget documentation. Please note that the budget narrative should include a full description of all costs, including administrative costs (if applicable).

#### Indirect Cost Rate Agreement (if applicable)

If applicable, the applicant will upload their indirect cost rate agreement as an attachment in JustGrants. See the <u>OJP Grant Application Resource Guide</u> for additional information.

This rule does not eliminate or alter the JAG-specific restriction in federal law that states charges for administrative costs may not exceed 10 percent of the award amount, regardless of the approved indirect cost rate.

# Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)

The applicant will download the questionnaire, complete it, and upload it as an attachment in JustGrants. See the <u>OJP Grant Application Resource Guide</u> for additional information and the link to the questionnaire.

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#### **Disclosure of Process Related to Executive Compensation**

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating its "Disclosure of Process Related to Executive Compensation" provisions. Applicants to this solicitation are not required to provide this disclosure.

#### **Additional Application Components**

The applicant will attach the requested documentation in JustGrants.

#### **Research and Evaluation Independence and Integrity Statement**

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. The applicant will upload documentation of its research and evaluation independence and integrity as an attachment in JustGrants. For additional information, see the <u>OJP Grant</u> <u>Application Resource Guide</u>.

#### Memorandum of Understanding (if applicable)

For disparate jurisdictions, an MOU that identifies which jurisdiction will serve as the applicant or fiscal agent for joint funds must be completed and signed by the authorized representative for each participating jurisdiction. See the Allocation Determination and Units of Local Government Requirements Regarding Use of JAG Funds section and the JAG FAQs for more information. A sample MOU is also available.

OJP will not deny an application for an FY 2023 award if the recipient does not submit a properly executed MOU by the application deadline, but the award recipient will not be able to access award funds (and its award will include a condition that withholds funds) until it submits the properly executed MOU.

#### Certifications and Assurances by the Chief Executive of the Applicant Government

A JAG application is not complete, and a unit of local government may not access award funds, unless the chief executive of the applicant unit of local government (e.g., the mayor) properly executes, and submits, the "Certifications and Assurances by the Chief Executive of the Applicant Government" attached in the section above entitled "Other Program Requirements." The most up-to-date certification form can be found at: <u>https://bja.ojp.gov/doc/fy-23-local-jag-ce-certification.pdf</u>.

#### **Disclosure and Assurances**

Page 27 of 38 O-BJA-2023-171790 The applicant will address the following disclosures and assurances.

#### **Disclosure of Lobbying Activities**

Complete and submit the SF-LLL in Grants.gov. Once the applicant submits in Grants.gov, this information will pre-pend into JustGrants. See the <u>OJP Grant Application</u> <u>Resource Guide</u> for additional information.

#### **DOJ Certified Standard Assurances**

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the <u>OJP</u> <u>Grant Application Resource Guide</u> for additional information.

#### **Applicant Disclosure of Duplication in Cost Items**

Complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the <u>OJP Grant Application Resource Guide</u> for additional information.

### DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements; Law Enforcement and Community Policing

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; and Law Enforcement and Community Policing in JustGrants. See the <u>OJP Grant Application</u> <u>Resource Guide</u> for additional information.

#### Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance; financial instability; management system or other internal control deficiencies; noncompliance with award terms and conditions on prior awards, or is otherwise not responsible. See the OJP Grant Application Resource Guide additional information.

#### How to Apply

<u>Registration</u>: Before submitting an application, all applicants must register with the System for Award Management (SAM). You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to 10 business days to complete.

Submission: Applications must be submitted to DOJ electronically through a two-step

Page 28 of 38 O-BJA-2023-171790 process via Grants.gov and JustGrants.

**Step 1:** After registering with SAM, the applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at <u>https://www.grants.gov/web/grants/register.html</u> by the Grants.gov deadline. **Submit the SF-424 and SF-LLL as early as possible, but no later than 48** hours before the Grants.gov deadline. If an applicant fails to submit in Grants.gov, they will be unable to apply in JustGrants.

**Step 2:** The applicant must then submit the **full application** including attachments in JustGrants at <u>JustGrants.usdoj.gov</u> by the JustGrants deadline.

Within 24 hours after receipt of confirmation emails from Grants.gov, the individual in Section 8F of the SF-424 will receive an email from <u>DIAMD-NoReply@usdoj.gov</u> with instructions on how to create a JustGrants account. Register the Entity Administrator and the Application Submitter with JustGrants as early as possible but no later than 48-72 hours before the JustGrants deadline. Once registered in JustGrants, the Application Submitter will receive an emailed link to complete the rest of the application in JustGrants. The Entity Administrator also will need to log into JustGrants to review and invite the applicant's Authorized Representative(s) before an application can be submitted.

Submit the complete application package in JustGrants at least 24 – 48 hours prior to the JustGrants deadline. Some of the application components will be entered directly into JustGrants, and others will require uploading attached documents. Therefore, applicants will need to allow ample time before the JustGrants deadline to prepare each component. Applicants may save their progress in the system and revise the application as needed prior to hitting the Submit button at the end of the application in JustGrants.

For additional information, see the "How to Apply" section in the <u>OJP Grant Application</u> <u>Resource Guide</u> and the <u>DOJ Application Submission Checklist</u>.

#### **Submission Dates and Time**

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by 8/24/2023 8:59 PM, ET.

The full application must be submitted in JustGrants by 8/31/2023 8:59 PM, ET.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates with sufficient time to correct any errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline. Failure to begin the SAM.gov, Grants.gov, or JustGrants registration process in sufficient

Page 29 of 38 O-BJA-2023-171790 time (i.e., waiting until the date identified in this solicitation) is not an acceptable reason for late submission.

# Experiencing Unforeseen Technical Issues Preventing Submission of an Application

OJP will only consider a request to submit an application after the deadline when the applicant can document that a technical issue with a government system prevented application submission.

If an applicant misses a deadline due to unforeseen technical issues with SAM.gov, Grants.gov, or JustGrants, the applicant may request a waiver to submit an application after the deadline. However, the waiver request will not be considered unless it includes a tracking number generated when the applicant contacts the applicable service desks to report technical difficulties. Tracking numbers are generated automatically when an applicant emails the applicable service desks; and for this reason, applicants are encouraged to email the appropriate service desk, even if they also intend to call the service desk for phone support. Experiencing wait times for phone support does not relieve the applicant of the responsibility of getting a tracking number.

An applicant experiencing technical difficulties must contact the associated service desk indicated below to report the technical issue and receive a tracking number:

- SAM.gov contact the <u>SAM Help Desk (Federal Service Desk)</u>, Monday Friday from 8 a.m. to 8 p.m. ET at 866-606-8220.
- Grants.gov contact the <u>Grants.gov Customer Support Hotline</u>, 24 hours a day, 7 days a week, except on federal holidays, at 800-518-4726, 606-545-5035, or <u>support@grants.gov</u>.
- JustGrants contact the JustGrants Service Desk at <u>JustGrants.Support@usdoj.gov</u> or 833-872-5175, <u>Monday – Friday from 7 a.m. to</u> <u>9 p.m. ET and Saturday, Sunday, and Federal holidays from 9 a.m. to 5 p.m.</u> ET.

If an applicant has technical issues with SAM.gov or Grants.gov, the applicant must contact the OJP Response Center at <u>grants@ncjrs.gov</u> within **24 hours of the Grants.gov deadline** to request approval to submit after the deadline.

If an applicant has technical issues with JustGrants that prevent application submission by the deadline, the applicant must contact the OJP Response Center at <u>grants@ncjrs.gov</u> within **24 hours of the JustGrants deadline** to request approval to submit after the deadline.

Waiver requests sent to the OJP Response Center must -

- · describe the technical difficulties experienced,
- include a timeline of the applicant's submission efforts (e.g., date and time the

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- include an attachment of the complete grant application and all the required documentation and materials,
- include the applicant's Unique Entity Identifier (UEI), and
- include any SAM.gov, Grants.gov, and JustGrants Service Desk tracking numbers documenting the technical issue.

OJP will review each waiver request and the required supporting documentation and notify the applicant whether the request for late submission has been approved or denied. An applicant that does not provide documentation of a technical issue or that does not submit a waiver request within the required time period will be denied.

For more details on the waiver process, OJP encourages applicants to review the "Experiencing Unforeseen Technical Issues" section in the <u>OJP Grant Application</u> <u>Resource Guide</u>.

## **Application Review Information**

#### **Review Process**

OJP reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation. See the <u>OJP Grant Application Resource Guide</u> for information on the application review process for this solicitation.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant entity. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant entity is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

**Important note on FAPIIS:** An applicant may review and comment on any information about its organization that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant entity.

Page 31 of 38 O-BJA-2023-171790 Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may consider not only peer review ratings and BJA recommendations, but also other factors as indicated in this section.

#### Federal Award Administration Information

#### **Federal Award Notices**

Generally, award notifications are made by the end of the current Federal fiscal year, September 30th. See the <u>OJP Grant Application Resource Guide</u> for information on award notifications and instructions.

#### Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations, including the applicable requirements referred to in the assurances and certifications executed in connection with award acceptance. For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the <u>OJP</u> Grant Application Resource Guide.

#### Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the <u>OJP Grant Application Resource Guide</u> for information.

#### **General Information about Post-Federal Award Reporting Requirements**

In addition to the deliverables described in the "Program Description" section, all award recipients under this solicitation will be required to submit certain reports and data.

<u>Required reports</u> - Award recipients typically must submit quarterly financial reports, quarterly performance measurement reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

#### Specific reporting requirements by category are listed below:

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#### Category 1 — Eligible Allocation Amounts of Less than \$25,000

Recipients must submit:

- Quarterly Federal Financial Reports (and one final Federal Financial Report after all funds have been obligated and expended) through OJP's JustGrants system.
- Quarterly Performance Measurement Tool reports and a final Performance Measurement Tool report through BJA's PMT. Please note that as soon as all project activity has concluded, that report may be marked final.
- An annual performance report and final progress report through OJP's JustGrants. If all project activity has concluded at the time the first annual performance report is submitted, that report may be marked final.
- If applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions.

#### Category 2 — Eligible Allocation Amounts of \$25,000 or More

Recipients must submit:

- Quarterly Federal Financial Reports (and one final Federal Financial Report after all funds have been obligated and expended) through OJP's JustGrants system.
- Quarterly Performance Measurement Tool reports and a final Performance Measurement Tool report (at any time once all project activity has concluded) through BJA's PMT.
- Semi-annual performance reports and a final performance report (at any time once all project activity has concluded) through OJP's JustGrants.
- If applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions.

See the <u>OJP Grant Application Resource Guide</u> for additional information on specific post-award reporting requirements, including performance measure data.

## Federal Awarding Agency Contact(s)

For OJP contact(s), and contact information for Grants.gov and JustGrants, see the solicitation cover page.

#### Other Information

#### Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the OJP Grant Application Resource Guide for information on the Freedom of Information and Privacy Act (5 U.S.C. §§ 552 and 5 U.S.C. 552a).

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### Provide Feedback to OJP

See the OJP Grant Application Resource Guide for information on how to provide feedback to OJP.

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## **Application Checklist**

#### BJA FY 23 Edward Byrne Memorial Justice Assistance Grant Formula Program -Local Solicitation

This application checklist has been created as an aid in developing an application. For more information, reference the OJP Application Submission Steps in the OJP Grant Application Resource Guide and the DOJ Application Submission Checklist.

#### **Pre-Application**

#### Before Registering in Grants.gov:

 Acquire or renew your Entity's System Award Management (SAM) Registration Information (see OJP Grant Application Resource Guide)

#### Register in Grants.gov

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see <u>OJP Grant Application Resource Guide</u>)
   Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see
- OJP Grant Application Resource Guide)

#### Find the Funding Opportunity

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, or keyword(s)
  Select the correct Competition ID
- Access the funding opportunity and application package (see Step 7 in the OJP Grant Application Resource Guide)
- Sign up for Grants.gov email notifications (optional) (see OJP Grant Application Resource Guide)
- Read Important Notice: Applying for Grants in Grants.gov
- Read OJP policy and guidance on conference approval, planning, and reporting available at https://www.oip.gov/funding/financialguidedoi/iji-postawardrequirements#6g3y8 (see OJP Grant Application Resource Guide)

#### **Review the Overview of Post-Award Legal Requirements**

 Review the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2023 Awards" in the OJP Funding Resource Center.

#### **Review the Scope Requirement**

• The federal amount requested is within the allowable limit. See <a href="https://bja.ojp.gov/">https://bja.ojp.gov/</a> program/jag/fy-2023-allocations.

**Review Eligibility Requirement:** Review the Eligibility section on the cover page and

Page 35 of 38 O-BJA-2023-171790 Eligibility Information section in the solicitation.

#### **Application Step 1**

Submit the SF-424 and SF-LLL in Grants.gov

- In Section 8F of the SF-424, include the name and contact information of the individual who will complete the application in JustGrants and the SF-LLL in Grants.gov
- Submit Intergovernmental Review (if applicable)

Within 48 hours after the SF-424 and SF-LLL submission in Grants.gov, receive four (4) Grants.gov email notifications:

- a submission receipt
- a validation receipt
- a grantor agency retrieval receipt
- an agency tracking number assignment

If no Grants.gov receipt and validation email is received, or if error notifications are received:

 Contact BJA or Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, <u>Grants.gov customer support</u>, or <u>support@grants.gov</u> regarding technical difficulties (see OJP Grant Application Resource Guide)

Within 24 hours after receipt of confirmation emails from Grants.gov, the individual in Section 8F of the SF-424 will receive an email from JustGrants with login instructions.

• Proceed to Application Step 2 and complete application in JustGrants

#### **Application Step 2**

Submit the following information in JustGrants

#### **Application Components**

- Standard Applicant information (SF-424 information from Grants.gov)
- Proposal Abstract
- Proposal Narrative

#### **Budget and Associated Documentation**

- Budget Worksheet and Narrative (attachment)
- Indirect Cost Rate Agreement (if applicable) (see <u>OJP Grant Application Resource</u> <u>Guide</u>)
- Financial Management and System of Internal Controls Questionnaire (see <u>OJP</u> <u>Grant Application Resource Guide</u>)

#### Additional Application Components

Research and Evaluation Independence and Integrity (see OJP Grant Application

Page 36 of 38 O-BJA-2023-171790 Resource Guide)

- Memorandum of Understanding (if applicable)
- FY23 JAG Certifications and Assurances by the Chief Executive of the Applicant Government

#### **Disclosures and Assurances**

- Disclosure of Lobbying Activities (SF-LLL) (see OJP Grant Application Resource) Guide)
- Applicant Disclosure of Duplication in Cost Items (see OJP Grant Application) **Resource Guide**)
- DOJ Certified Standard Assurances (see OJP Grant Application Resource Guide)
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing (see <u>OJP Grant Application Resource Guide</u>)
   Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)
- (see OJP Grant Application Resource Guide)

#### **Review, Certify and Submit Application in JustGrants**

- Any validation errors will immediately display on screen after submission.
- Correct validation errors, if necessary, and then return to the "Certify and Submit" screen to submit the application. Access the Application Submission Validation Errors Quick Reference Guide for step-by-step instructions to resolve errors prior to submission.
- Once the application is submitted and validated, a confirmation message will appear at the top of the page. Users will also receive a notification in the "bell" alerts confirming submission.

If no JustGrants application submission confirmation email or validation is received, or if error notification is received:

 Contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov regarding technical difficulties. See the OJP Grant Application Resource Guide for additional information.

#### Standard Solicitation Resources

OJP Grant Application Resource Guide provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding.

DOJ Grants Financial Guide serves as the primary reference manual to assist award recipients in fulfilling their fiduciary responsibility to safeguard grant funds and to ensure funds are used for the purposes for which they were awarded. It compiles a variety of laws, rules and regulations that affect the financial and administrative management of DOJ awards. This guide serves as a starting point for all award recipients and subrecipients of DOJ grants and cooperative agreements in ensuring the effective dayto-day management of awards.

> Page 37 of 38 O-BJA-2023-171790

<u>JustGrants Resources Website</u> is an entryway into information about JustGrants and the grants management system itself. Through this portal both award recipients and applicants can access training resource and user support options, find frequently asked questions and sign-up for the <u>JustGrants Update e-newsletter</u>.

<u>JustGrants Application Submission Training Page</u> offers helpful information and resources on the application process. This training page includes e-learning videos, reference guides, checklists and other resources to help applicants complete an application.

<u>Virtual Q&A Sessions</u> are advertised here and provide opportunities for users to receive topic-specific training, direct technical assistance, and support on JustGrants system functionality.

Page 38 of 38 O-BJA-2023-171790

#### RESOLUTION NO.

A resolution authorizing the Parish President to execute an application form to the U.S. Department of Justice, Office of Justice Programs 2023 Edward Byrne Memorial JAG Grant for the Houma Police Department of the Terrebonne Parish Consolidated Government; and to address other matters relative thereto.

WHEREAS, the Houma Police Department of the Terrebonne Parish Consolidated Government has been approved to implement an application for a grant from the U.S. Department of Justice, Office of Justice Programs Fiscal Year 2023 Edward Byrne Memorial JAG Fund in the amount of Seventeen Thousand, Five Hundred and Seventy eight dollars(\$17,578.00) for the Terrebonne Parish Consolidated Government, The Fiscal Year 2023 Edward Byrne Memorial JAG Fund will provide grant funding to purchase portable radios improve the effectiveness and safety of our Police Officers by providing them with updated communication equipment,

WHEREAS, the Parish Administrative staff and the Parish Finance Department will oversee the application process in the implementation and meeting all the requirements set forth by the United States Department of Justice, Office of Justice Programs and,

**NOW, THEREFORE BE IT RESOLVED,** that the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, authorizes the Parish President to execute any and all necessary documents to implement the grant from the United States Department of Justice, Office of Justice Programs and to address other matters relative thereto.



Monday, August 21, 2023

#### Item Title:

Resolution to reject the proposals received for the Request for Proposal (RFP) No. 23-EMP-37 Disaster Recovery Services and receive authorization to re-advertise as soon as allowable.

#### Item Summary:

**RESOLUTION:** Concurring with Parish Administration to reject the proposals received for the Request for Proposal #23-EMP-37 Disaster Recovery Services and receive authorization to re-advertise as soon as allowable.

<b>ATTACHMENTS:</b>		
Description	Upload Date	Туре
Exec Summary	8/16/2023	Executive Summary
Resolution	8/16/2023	Resolution
Proposals Received	8/16/2023	Backup Material



## **EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

#### **PROJECT TITLE**

RESOLUTION: to reject the proposals received for the Request for Proposal #23-EMP-37 Disaster Recovery Services and receive authorization to re-advertise as soon as allowable.

## PROJECT SUMMARY (200 WORDS OR LESS)

Rejection of proposal due to error within Exhibit B.

## PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Disaster Recovery Services.

TOTAL EXPENDITURE					
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)					
ACTUAL <u>ESTIMATED</u>					
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)					
<u>N/A</u>	NO	YES	IF YES AMOUNT BUDGETED:		

	COU	NCIL D	ISTRI	CT(S) II	МРАСТ	ED (CIR	CLE ONE		
PARISHWIDE	1	2	3	4	5	6	7	8	9

Sharon Ellis

Sharon Ellis, Purchasing-Warehouse Manager

\_\_\_\_

August 11, 2023 Date

#### RESOLUTION NO.

#### A resolution to reject the proposals received for the Request for Proposal (RFP) No. 23-EMP-37 Disaster Recovery Services and receive authorization to re-advertise as soon as allowable.

**WHEREAS,** on July 24, 2023, proposals for RFP No. 23-EMP-37 Disaster Recovery Services were received by the Terrebonne Parish Consolidated Government, and

WHEREAS, the Evaluation Committee has determined that because of an error found with Exhibit B that it would be in the best interest of the proposers and Terrebonne Parish Consolidated Government to reject all proposals received due to this error, to re-structure the Exhibit B and to re-advertise as soon as allowable, and

**WHEREAS**, the Parish Administration has recommended that the proposals be rejected and that the Request for Proposals be readvertised as soon as allowable, and

**NOW, THEREFORE BE IT RESOLVED** by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the recommendation be approved and that the proposals for RFP No. 23-EMP-37 Disaster Recovery Services be rejected and readvertised as soon as allowable.

THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\* \* \* \* \* \* \* \* \* \* \* \*

I, TAMMY E. TRIGGS, Clerk of Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted and ratified by the Assembled Council in Regular Session on \_\_\_\_\_\_, 2023 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_\_ 2023.

TAMMY E. TRIGGS, COUNCIL CLERK TERREBONNE PARISH COUNCIL

## REQUEST FOR PROPOSALS: 23-EMP-37 Disaster Recovery Services

OWNER: TERREBONNE PARISH CONSOLIDATED GOVERNMENT PROPOSALS RECEIVED: July 24, 2023, 2:00 PM

	Proposals Received
1	DRC Emergency Services
2	Cotton Commercial USA
3	Lemoine Disaster Recovery, LLC
4	GIS Engineering
5	Taylor's International



Monday, August 21, 2023

#### Item Title:

RESOLUTION to award the Request for Proposal to provide Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels-Parish Wide to T & T Survey, LLC.

#### Item Summary:

**RESOLUTION:** Concurring with Parish Administration to award the Request for Proposal to provide Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels Parish Wide to T&T Survey, LLC and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

ATTACHMENTS:		
Description	<b>Upload Date</b>	Туре
Exec Summary	8/16/2023	Executive Summary
Resolution	8/16/2023	Resolution
Recommendation	8/16/2023	Backup Material



## **EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

#### **PROJECT TITLE**

**RESOLUTION**, to award the Request for Proposal to provide Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels-Parish Wide and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

## PROJECT SUMMARY (200 WORDS OR LESS)

To provide Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels- Parish Wide.

## PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

To provide Side Scan Sonar Survey of Derelict Vessels within the Terrebonne Parish waterways due to Hurricane Ida.

TOTAL EXPENDITURE				
Task orders will be assigned as needed.				
AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)				
ACTUAL ESTIMATED				
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)				
<u>N/A</u>	NO	YES	IF YES AMOUNT BUDGETED:	

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)	

**PARISHWIDE** 1 2 3 4 5 6 7 8 9

Sharon (Ellis

Sharon Ellis, Purchasing/Warehouse Mgr.

<u>8/16/2023</u>

Date

OFFERED BY:

SECONDED BY:

#### **RESOLUTION NO.**

**RESOLUTION**, to award the Request for Proposal to provide Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels-Parish Wide and authorizing the Parish President and/or his designee to execute the contract and to provide for related matters.

**WHEREAS**, Request for Proposals were received on August 8, 2023, to provide Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels-Parish Wide, and

**WHEREAS,** the Evaluation Committee evaluated the proposals submitted and recommends that the above-named RFP be awarded to T&T Survey, LLC, and

**WHEREAS**, the Parish Administration concurs with the recommendation to authorize the award of the RFP to T&T Survey, LLC for the purpose of providing Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels-Parish Wide, and

WHEREAS, T&T Survey, LLC will be assigned task orders when services are needed, and

**NOW THEREFORE BE IT RESOLVED**, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, authorizes the Parish Administration to award the Request for Proposals to provide Side Scan Sonar Survey of Hurricane Ida Caused Derelict Vessels- Parish Wide to T&T Survey, LLC, and

**BE IT FURTHER RESOLVED** that the Parish Administration and all other appropriate parties be hereby authorized to execute any and all contract documents associated herewith.

THERE WAS RECORDED:

YEAS:

NAYS:

ABSTAINING:.

ABSENT:







## Side Scan Survey for Derelict Vessels Parish Wide

August 15, 2023

Terrebonne Parish Consolidated Government (TPCG) Sharon Ellis, Purchasing Manager 8026 W. Main St. Houma, LA 70360

RE: Recommendation to Award - Side Scan Survey for Derelict Vessels Parish Wide

Dear Ms. Ellis:

Terrebonne Parish Consolidated Government (TPCG) has received responses to an RFP issued by the parish for Professional Services for the Side Scan Survey for Derelict Vessels as a result of Hurricane Ida. Responsive qualifications were received by All South Consulting, Coastal Environments, Delta Coast Consultants, EGR Services, LLC, Fugro USA, Morris P. Hebert, Inc, Quality First Marine, T. Baker Smith, and T & T Survey, Inc. Non-responsive qualifications were received by C.H. Fenstermaker and GIS Engineering. The responses were reviewed and scored by a selection committee. After reviewing the selection committee's scores, Royal Engineers/Del Sol Consulting recommends an award be made to T & T Survey, Inc. for these services.

It is recommended that T & T Survey, Inc. enter into an approved and compliant contract based on disaster recovery reimbursement requirements for Professional Services.

If there are any questions or concerns, please feel free to contact Chad Albert at (504) 259-1930.

Sincerely,

Chad Albert Royal Engineers and Consultants

cc: Kandace Mauldin, TPCG-CFO Mike Toups, Parish Manager Sharon Ellis, Purchasing/Warehouse Manager Joseph Cehan, DPW



Monday, August 21, 2023

#### Item Title:

RESOLUTION: State Contract Purchase of one (1) truck from Southland Dodge

#### Item Summary:

**RESOLUTION:** Approving the purchase of one (1) Dodge Ram 1500 truck for the Head Start Division via State Contract, from Southland Dodge.

#### **ATTACHMENTS:**

**Description** Executive Summary Resolution Support Material **Upload Date** 8/16/2023 8/16/2023 8/16/2023 **Type** Executive Summary Resolution Backup Material



## **EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

#### **PROJECT TITLE**

RESOLUTION: Approving the State Contract Purchase of One (1) Dodge Ram 1500 from Southland Dodge

## PROJECT SUMMARY (200 WORDS OR LESS)

Approving the state contract purchase of one (1) Dodge Ram 1500 for the Head Start Division of the Housing & Human Services Department from Southland Dodge via State Contract #4400023795 under the provisions set forth in the Louisiana Revised Statutes Title 39:1710

## PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The unit will be used for food transport

			TOTAL EXPENDITURE	
			\$36,895.07	
(Part)		AMOU	INT SHOWN ABOVE IS: (CIRCI	LE ONE)
		ACTUAL		ESTIMATED
		IS PROJE	CTALREADY BUDGETED: (CIR	CLE ONE)
N/A	NO	YES	IF YES AMOUNT BUDGETED:	\$120,000.00

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

4

PARISHWIDE

5

9

8

1

Sharon Ellis, Purchasing/Warehouse Manager

2

3

Date

7

6

OFFERED BY: SECONDED BY:

#### **RESOLUTION NO. 23-**

WHEREAS, prices were obtained through the Louisiana State Commodity Catalog by the Terrebonne Parish Consolidated Government for the purpose of purchasing one (1) Dodge Ram 1500 truck for the Head Start Division of the Housing & Human Services Department, and

WHEREAS, after careful review by the Purchasing Division, the Fleet Maintenance Superintendent, and the Head Start Administrator it has been determined that the price of Thirty-Six Thousand, Eight Hundred Ninety-Five Dollars and Seven Cents (\$36,895.07) be accepted from Southland Dodge via Louisiana State Contract #4400023795 under provisions set forth in the Louisiana Revised Statute Title 39:1710, and

WHEREAS, Parish Administration recommends acceptance of the state contract purchase of one (1) Dodge Ram 1500 truck at the aforementioned price from Southland Dodge as per attached documents.

**NOW, THEREFORE BE IT RESOLVED** by the Terrebonne Parish Council (Budget and Finance Committee), on behalf of the Terrebonne Parish Consolidated Government, that the recommendation of the Parish Administration be approved for the purchase of one (1) Dodge Ram 1500 truck.

THERE WAS RECORDED:	THERE	WAS	<b>RECORDED</b> :
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YEAS: NAYS:

ABSTAINING:

ABSENT:

The Chairman declared this resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_2023.

#### **Gina Bergeron**

From:
Sent:
To:
Cc:
Subject:

frankt@southlanddodge.com Monday, July 31, 2023 10:54 AM Carl Ledet Gina Bergeron RE: Cargo van

## **External Sender**

IANP

This email is from a sender outside of Terrebonne Parish Consolidated Government's email system. **DO NOT** click on any links, open any attachments, or reply unless you trust the sender and know the content is safe. If you are unsure or have questions, please contact Information Technology for assistance.

#### Carl:

I have a Ram Promaster 1500 Cargo Van in stock if interested, but it's \$52990 state contract price plus options, so it might be over budget.

I have another truck coming in exactly like the one I quoted for PO 2335630 (sewerage). I am discounting that one because y'all have been waiting so long for a truck. I would prefer to quote you correct state contract pricing on the second one if interested. The side steps and spray-in bedliner would have to be dealer-added. The quotes for those options will be listed after the main quote:

2023 Ram 1500 Quad Cab 2WD state contract	price \$32988
Add Trailer brake control	272
Add Popular equipment group	759
Cloth seats	
Carpeting	
Floor mats	
Remote keyless entry	
Add Full size spare	184
Add Class IV receiver hitch	317
Subtotal	34520
Add state admin fee 0.35%	120.82
Add 2 year insp sticker	20.00
Add DEQ tire fee	11.25
Add local dealer prep/handling as per LARS 39:	1710 1035.00
Total	\$ 35707.07
Add Mopar side steps	640.00
Add spray-in bedliner	548.00
Thanks	an day

Frank Teuton

\$ 36,895.07

From: Carl Ledet <cledet@tpcg.org> Sent: Friday, July 28, 2023 2:09 PM To: frankt@southlanddodge.com Cc: Gina Bergeron <gbergeron@tpcg.org> Subject: FW: Cargo van

Frank,

How many of these White, 2 wheel drive trucks 6 cylinder do you have available? I have anther department that may be looking for one. Thanks

Carl Ledet Superintendent of Fleet Maintenance Terrebonne Parish Consolidated Government

P.O. Box 2768 Houma, LA. 70361-2768 Phone # (985) 873-6724



From: Diane Powell <dpowell@tpcg.org>
Sent: Thursday, July 27, 2023 3:58 PM
To: Carl Ledet <<u>cledet@tpcg.org</u>>
Cc: Sharon Ellis <<u>sellis@tpcg.org</u>>; Gina Bergeron <<u>gbergeron@tpcg.org</u>>; Kelli Varnado <<u>kvarnado@tpcg.org</u>>
Subject: Cargo van

Carl, Since there were no bids for a cargo van, can we try for a small truck?

Diane



Head Start Administrator Terrebonne Parish Head Start 4800 Hwy 311 Houma, LA 70360 985-219-2915 office 985-856-9525 cell 985-219-2921 fax



Monday, August 21, 2023

#### Item Title:

Louisiana Highway Safety Commission (LHSC) funding in Federal Fiscal Year 2024

#### Item Summary:

**RESOLUTION:** Authorizing the Parish President to execute an application form to the Louisiana Highway Safety Commission (LHSC) for the Federal Fiscal Year 2024 LHSC Grant for the Houma Police Department of the Terrebonne Parish Consolidated Government; and to address other matters relative thereto.

#### **ATTACHMENTS:**

Description	Upload Date	Туре
Executive Summary.pdf	8/16/2023	Cover Memo
2024 LHSC Resolution.doc	8/16/2023	Cover Memo
2024-30-26 Houma PD Award Letter.pdf	8/16/2023	Cover Memo
2024-30-26 Houma PD Budget.pdf	8/16/2023	Cover Memo



**EXECUTIVE SUMMARY** 

(REQUIRED FOR ALL SUBMISSIONS)

**PROJECT TITLE** 

Louisiana Highway Safety Commission (LHSC) funding in Federal Fiscal Year 2024

## PROJECT SUMMARY (200 WORDS OR LESS)

This subgrant is a part of the Louisiana Highway Safety Commission (LHSC) statewide FFY 2024 Fatal and Injury Crash Reduction Effort. The primary objective of this effort is to reduce fatal and injury crashes on Louisiana roadways.

## PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

Attached are the LHSC purpose areas from the Louisiana Highway Safety Commission (LHSC)

		ТО	TAL EXPENDITURE	
			\$101,250.00	
		AMOUNT SH	OWN ABOVE IS: (CIRCLE ONE)	
		ACTUAL	ESTIMATEI	)
	I	S PROJECTAL	READY BUDGETED: (CIRCLE ONE)	
N/A	NO	YES	IF YES AMOUNT BUDGETED:	

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9
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heric # 200 \_\_\_\_ Chif Ma 8/14/23

Signature

Date

#### RESOLUTION NO.

A resolution authorizing the Parish President to execute an application form to the Louisiana Highway Safety Commission (LHSC) for the Federal Fiscal Year 2024 LHSC Grant for the Houma Police Department of the Terrebonne Parish Consolidated Government; and to address other matters relative thereto.

WHEREAS, the Houma Police Department of the Terrebonne Parish Consolidated Government has been approved to implement an application for a grant from the Louisiana Highway Safety Commission (LHSC) for the Federal Fiscal Year 2024 LHSC Grant in the amount of One Hundred and One Thousand Two Hundred and Fifty dollars \$101,250.00 for the Terrebonne Parish Consolidated Government, This subgrant is a part of the Louisiana Highway Safety Commission (LHSC) statewide FFY 2024 Fatal and Injury Crash Reduction Effort. The primary objective of this effort is to reduce fatal and injury crashes on Louisiana roadways and,

**WHEREAS,** the Parish Administrative staff and the Parish Finance Department will oversee the application process in the implementation and meeting all the requirements set forth by the Louisiana Highway Safety Commission (LHSC) and,

**NOW, THEREFORE BE IT RESOLVED,** that the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government, authorizes the Parish President to execute any and all necessary documents to implement the grant from the Louisiana Highway Safety Commission (LHSC) and to address other matters relative thereto.



JOHN BEL EDWARDS GOVERNOR LISA FREEMAN EXECUTIVE DIRECTOR

## State of Louisiana

Department of Public Safety and Corrections Louisiana Highway Safety Commission

August 2, 2023

Capt Bobbie O'Bryan Houma Police Dept 500 Honduras St Houma, La 70360

#### Project Number and Title: 2024-30-26 Houma Police Dept Traffic Safety Program Proposed Award Amount: \$101,250.00

Dear Project Director: Capt Bobbie O'Bryan

Congratulations. The Louisiana Highway Safety Commission (LHSC) has tentatively approved the above referenced project for funding up to the amount noted above in Federal Fiscal Year 2024. Federal regulations require the LHSC to conduct a risk assessment before awarding funds to any subgrantee. The next step in the award process for your agency is to complete our online <u>Pre-Award Risk Assessment Form</u> at the following link: <u>https://LHSCTILL.formstack.com/forms/ra\_form\_2024</u>.

This risk assessment form must be received in order for the LHSC to complete your award offer. We are asking that you submit the completed form as soon as possible but <u>no later than 7 days after receipt of this letter.</u> Failure to complete this risk assessment could impact the LHSC's ability to finalize your subgrant agreement.

Your Program Coordinator will prepare a draft subgrant agreement which will be emailed through DocuSign for your initial review. All reviews and revisions to the draft subgrant agreement will be made in DocuSign. Once all revisions are completed, all required signatures are secured, and all required documentation is provided to our office, then our office will obtain the appropriate state approval(s) as required by the Office of State Procurement. At that point, your agency will receive a signed agreement and authorization to begin work.

We want your agreement to be processed within a reasonable time frame. In order to accomplish this, please let us know of any problems or questions you may have as soon as you are aware.

Thank you for partnering with us to reduce the number of fatal and injury crashes in Louisiana. We look forward to working with you.

Please feel free to contact me if you need further assistance. Thank you.

Sincerely,

*Tina Benton* LHSC Program Coordinator

> "BUCKLE UP LOUISIANA. EVERY TRIP. EVERY TIME." LOUISIANA HIGHWAY SAFETY COMMISSION P.O. BOX 66336, BATON ROUGE, LA 70896 (225) 925-6991 www.lahighwaysafety.org

#### LOUISIANA HIGHWAY SAFETY COMMISSION FFY 2024 BUDGET

Contractor: Houma Police Departm	nent					2024-30-26
*						
1. PERSONAL SERVICES (Salaries and	AMO	DUNTS	TOTAL			
Salaries/Wages:	Fund	Select One ↓ Hourly Rate	Select One ↓ Total Hours	LHSC	Matching Funds/	PROJECT
<u>Title or Activity</u>	Select Below ↓	<u>nouny Nate</u>	Total Hours	Federal Funds	Program Income	COSTS
				\$0.00		\$0.00
Occupant Protection Enforcement OT	402	45.00	700.00	\$31,500.00		\$31,500.00
Impaired Driving Enforcement OT JUDE OT	164AL 164AL	45.00 45.00	550.00 700.00	\$24,750.00 \$31,500.00		\$24,750.00 \$31,500.00
Distracted Driving Enforcement OT	405E	45.00 45.00	300.00	\$13,500.00		\$13,500.00
	1002	10.00	000.00	\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
Related Benefits	Fund (Select Belo		btotal Salaries	\$101,250.00	\$0.00	\$101,250.00
Trenated Dements		<u> </u>				\$0.00
						\$0.00
						\$0.00
						\$0.00
		Subtota	al Related Benefits	\$0.00		\$0.00
TOTAL SALARIES AND RELATED BENE		A 1	Description	\$101,250.00	\$0.00	\$101,250.00
2. TRAVEL (SELECT BELOW)	Fund (Select Below)	<u>/↓</u>				\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
			Subtotal Travel	\$0.00	\$0.00	\$0.00 \$0.00
TOTAL PERSONAL SERVICES			Cubicital Havel	\$101,250.00	\$0.00	\$101,250.00
3. CONTRACTUAL SERVICES						·
Provider Name	Fund (Select Below)⊥	Desc	cription			
						\$0.00 \$0.00
						\$0.00 \$0.00
						\$0.00
						\$0.00
TOTAL CONTRACTUAL SERVICES				\$0.00	\$0.00	\$0.00
4. OPERATING SERVICES LIST	Fund (Select Below)↓					¢0.00
						\$0.00 \$0.00
						\$0.00
TOTAL OPERATING SERVICES				\$0.00	\$0.00	\$0.00
5. SUPPLIES	Fund (Select Below)↓	<u># Items</u>	Price Per			
				\$0.00		\$0.00
				\$0.00 \$0.00		\$0.00 \$0.00
				\$0.00		\$0.00
TOTAL SUPPLIES				\$0.00	\$0.00	\$0.00
6. EQUIPMENT	Fund (Select Below)↓	Number	Per Unit \$\$			
				\$0.00		\$0.00
				\$0.00 \$0.00		\$0.00 \$0.00
TOTAL EQUIPMENT				\$0.00	\$0.00	\$0.00
Type Rate		Rate:	10%			
7. INDIRECT COSTS (Select)>		$(Enter Here) \rightarrow$	10%			
	Fund (Select Below)↓	Total Funds		¢0.00		ቀი ሳሳ
		-		\$0.00 \$0.00		\$0.00 \$0.00
		-		\$0.00		\$0.00
		-		\$0.00		\$0.00
TOTAL INDIRECT COSTS				\$0.00	\$0.00	\$0.00
GRAND TOTAL				\$101,250.00	\$0.00	\$101,250.00
		END OF BUI	DGET			



Monday, August 21, 2023

#### Item Title:

Ordinance to declare as surplus adjudicated property located at 113 Daisy St. in which the parish has 58% interest

#### Item Summary:

Introduce an ordinance to declare as surplus a tax property located at 113 Daisy St. adjudicated to the Terrebonne Parish Consolidated Government and to acquire authorization to dispose of said property in accordance with LA R.S. 47:2196; and calling a public hearing on said matters on Wednesday, September 13, 2023 at 6:30 p.m.

ATTACHMENTS:		
Description	Upload Date	Туре
Executive Summary	8/4/2023	Executive Summary
Ordinance	8/4/2023	Ordinance
Backup Material	8/4/2023	Backup Material



#### **EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

#### **PROJECT TITLE**

Introduction of an Ordinance to Declare as Surplus Adjudicated Property located at 113 Daisy St. in which the parish has 58%.

#### PROJECT SUMMARY (200 WORDS OR LESS)

Declaring as surplus adjudicated property and to acquire authorization to dispose of said property in accordance with LA R.S. 47:2196

#### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

The selling of adjudicated property by the Parish will eliminate maintenance cost and add the property back on the tax roll. Neighborhoods may benefit by the possible addition of new dwellings and increased positive activity around said property.

1	FOTAL EXPENDITURE	
Antio	cipated Revenue: Pending Appraisal	
AMOUNT	SHOWN ABOVE IS: (CIRCLE	ONE)
ACTUAL	E	STIMATED
IS PROJECT.	ALREADY BUDGETED: (CIRC	LE ONE)
N/A NO YES	IF YES AMOUNT BUDGETED:	N/A

#### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE 1 2 3 4 5 6 7 8 9

Sharon Ellis, Purchasing Manager

August 4, 2023 Date

#### ORDINANCE NO: \_\_\_\_

#### AN ORDINANCE DECLARING PROPERTY ADJUDICATED TO TERREBONNE PARISH CONSOLIDATED GOVERNMENT AS SURPLUS AND NOT NEEDED FOR A PUBLIC PURPOSE; <u>113 DAISY ST.</u> (<u>PARCEL</u> <u>#42146</u>) AND TO ADDRESS OTHER MATTERS RELATIVE THERETO.

WHEREAS, <u>58%</u> of immovable property owned by <u>SAUNDRA SMITH</u> and described below was adjudicated to the Terrebonne Parish Consolidated Government on <u>JUNE 24, 2014</u> for nonpayment of taxes; and

WHEREAS, LA R.S. 47:2196, *et seq.* authorizes the parish to sell adjudicated property in accordance with law; and

WHEREAS, the three (3) year period for redemption provided by Art. 7, §25 of the Louisiana Constitution has elapsed without redemption; and

WHEREAS, the Terrebonne Parish Consolidated Government now wishes to declare the property described below surplus and not needed for a public purpose and to dispose of said property in accordance with LA R.S. 47:2196, *et seq.*; and

NOW BE IT ORDAINED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the following described properties adjudicated to the Terrebonne Parish Consolidated Government and depicted on the attached plats, if any, are hereby declared surplus

#### LOT 7 BLOCK 2 PITRE SUBDIVISION

BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that Administration be hereby authorized to dispose of the property in accordance with LA R.S. 47:2196, *et seq.* and inclusive of the following terms.

#### SECTION I

Each bid shall be accompanied by a deposit in the form of a Certified Check, Cashier's Check, Money Order or Bid Bond with Power of Attorney (Letters of Credit WILL NOT be accepted) in the amount of twenty percent (20%) of the proposed price made payable to the Terrebonne Parish Consolidated Government. Bid deposits made for non-winning bids shall be returned. The bid deposit made with the winning bid shall be non-refundable, unless redemption occurs, and paid towards the purchase price. The balance of the purchase price is due at the time of closing and payable in the form of a Certified Check, Cashier's Check, or Money Order.

#### SECTION II

Additionally, the winning bidder shall bear the cost of recording the sale document into the conveyance records of the Parish of Terrebonne pursuant to La. R.S. 47:2207.

#### SECTION III

The winning bidder, otherwise known as the Purchaser or Acquirer, of this adjudicated property is solely responsible for compliance with La. R.S. 47:2206 regarding notification of parties who may have had an interest in the property regarding their rights of redemption and La. R.S. 47:2208 regarding recordation of those notices. Copies of the applicable law will be distributed along with bid packets for this adjudicated property. Terrebonne Parish Consolidated Government has not and will not perform these requirements; thus, it is the purchaser's or acquiring person's responsibility to do so. Terrebonne Parish Consolidated Government encourages the Purchaser or Acquiring Person to consult legal counsel regarding Louisiana law

on adjudicated property.

#### SECTION IV

By acquiring a bid packet for the bid/purchase of this adjudicated property, each bidder acknowledges that he/she/it has received all information discussed in this ordinance as well as the statutes (laws) discussed in Section II above, and that he/she/it understands these procedures must be followed in order to fully protect he/she/its rights in the adjudicated property purchased from the parish.

#### SECTION V

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other portions of this ordinance shall remain in force and effect, the provisions of this ordinance hereby being declared to be severable.

#### SECTION VI

Any ordinance or part thereof in conflict herewith is hereby repealed.

#### SECTION VII

This ordinance shall become effective upon approval by the Parish President, or Administration, or as otherwise provided in Section 2-13 (b) of the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

This ordinance, having been introduced and laid on the table for two weeks, was voted upon as follows:

#### THERE WAS RECORDED:

YEAS:

NAYS:

NOT VOTING:

ABSENT:

The Chairman declared the resolution adopted this \_\_\_\_day of \_\_\_\_\_, 2023.

# 92146 113 Daisy St.	Clerk Of Court 58/0 P.O. Box 1569 uma, La 70361-1569
113 Dury St.	(985) 868-5660
Received From : TERREBONNE PARISH SHERIFF'S OFFICE P.O. BOX 1670 HOUMA, LA 70361	
First VENDOR	
SMITH, SAUNDRA	
First VENDEE	
TERREBONNE PARISH CONSOL GOVERNMENT	
· · · · · · · · · · · · · · · · · · ·	
Index Type : Conveyances	File # : 1456847
Type of Document : Tax Sale/Commission To Sell	
Recording Pages: 3	Book : 2381 Page : 522
Reco	orded Information
I hereby certify that the attached document was filed for Terrebonne Parish, Louisiana	or registry and recorded in the Clerk of Court's office for
	Clerk of Court
On (Recorded Date) : 06/24/2014	Stew or College
At (Recorded Time) : 12:27:58PM	
	CLERK OF COURT THERESAA. ROBICHAUX
	Parish of Terrebonne I certify that this is a true copy of the attached
Doc ID - 012543050003	document that was filed for registry and Recorded 06/24/2014 at 12:27:58 Recorded in Book 2381 Page 522
	File Number 1456847
	Deputy Clerk Stongt
	Lunden & Kongt Deputy Clerk
	Lunden & Kongt Deputy Clerk

**Terrebonne Parish Recording Page** 

Theresa A. Robichaux

# 42146

58%

**Return To :** TERREBONNE PARISH SHERIFF'S OFFICE P.O. BOX 1670 HOUMA, LA 70361

Do not Detach this Recording Page from Original Document

#### TAX SALE CERTIFICATE

#### STATE OF LOUISIANA PARISH OF TERREBONNE

STATE OF LOUISIANA VS. TAX ROLL SMITH, SAUNDRA 29/50 4583 GLENFIELD DR HOUMA, LA 70360

BE IT KNOWN AND REMEMBERED, that I, JERRY J. LARPENTER, Sheriff and Ex-Officio Tax Collector, of the Parish aforesaid, and by virtue of the authority in me vested by the constitution and laws of the State of Louisiana and in pursuance of the requirements of those laws, having mailed and published the notice required by law and having strictly complied with each and every requirement of the laws relating to delinquent taxes and tax debtors and to seizures, advertisements, and sale of tax sale title to the property in full, did in the manner prescribed by law, advertise and list in "THE COURIER" the property to be sold for delinquent property taxes with interest and costs for the year of **2013** in the Court House Annex in the City of Houma, Louisiana, on **June 11, 2014**, beginning at ten o'clock A.M. giving notice in the issues of the newspaper on **May 09, 2014** and **June 6, 2014** and in said list as advertised the following described immovable property appearing in the name of

SMITH, SAUNDRA 29/50

R-03-C-42146-100

to wit:

LOT 7 BLOCK 2 PITRE SUBDIVISION CB 2199/707.

1	LO	TI	$\mathbf{C}$	800
		11	, DJ	000

TOTAL TAXES	43.67
INTEREST	2.62
NOTICE	17.00
ADVERTISEMENT	100.00
PVR	50.00
TOTAL	213.29

And on said June 11, 2014, after beginning but not completing said list, I continued the same within legal hours each succeeding legal day offering tax sale title to said property for sale at public auction in the manner required by said laws and the 100% OF THE WHOLE of the tax debtor therein being the smallest amount of said property, SINCE THERE WERE NO BIDDERS THE PROPERTY WAS ADJUDICATED TO THE TERREBONNE PARISH CONSOLDIATED GOVERNMENT PO BOX 2768 HOUMA, LA 70361, and having complied with the terms of sale, the tax sale title was adjudicated 100% OF 29/50 OF UNDIVIDED INTEREST OF THE WHOLE of the tax debtor therein.

NOW, THEREFORE, all the formalities of the law having been complied with, I, JERRY J. LARPENTER, Sheriff and Ex-Officio Tax Collector for the Parish of Terrebonne, by virtue of the authority in me vested by the laws of the State of Louisiana do by these presents sell and transfer unto, SINCE THERE WERE NO BIDDERS THE PROPERTY WAS ADJUDICATED TO THE TERREBONNE PARISH CONSOLDIATED GOVERNMENT PO BOX 2768 HOUMA, LA 70361 tax sale title to the 100% OF 29/50 OF UNDIVIDED INTEREST OF THE WHOLE of the tax debtor therein last above described with all the improvements thereon. The tax debtor or any person interested personally or as heir, legatee, creditor or otherwise, shall have the right to redeem the property for the period of three years from the date of filing of this tax sale certificate. The redemption may take place by paying the price given including costs and five percent penalty thereon with interest at the rate of one percent per month until the redemption.

IN TESTIMONY WHEREOF, I have hereunto signed my name officially at Houma, Louisiana, Parish of Terrebonne, in the presence of the two undersigned competent witnesses, who also signed on this 23<sup>rd</sup> day of JUNE, 2014.

Witnesses:

W. Roddy

JERRY J. LARPENTER, SHERIFF AND EX-OFFICIO TAX COLLECTOR PARISH OF TERREBONNE, LOUISIANA



Monday, August 21, 2023

#### Item Title:

2023 Various Items for Budget Amendment

#### **Item Summary:**

Introduce an ordinance to amend the 2023 Adopted Operating Budget and 5-Year Capital Outlay Budget of the Terrebonne Parish Consolidated Government for the following items and to provide for related matters:

I. Animal Shelter, \$21,014
II. Rotary Plaza, \$26,776
III. Houma Police Dept–Edward Byrne Memorial Justice Assistance Grant, \$12,934
IV. Houma Police Department-LCLE Grant, \$18,012
V. Bayou Boardwalk, \$60,000
and call a public hearing on said matter on Wednesday, September 13, 2023 at 6:30 p.m.

#### **ATTACHMENTS:**

Description	Upload Date	Туре
2023 Various Items for Budget Amendment	8/17/2023	Executive Summary
2023 Various Items for Budget Amendment	8/17/2023	Budget Amendment
2023 Various Items for Budget Amendment	8/17/2023	Backup Material



#### **EXECUTIVE SUMMARY**

(REQUIRED FOR ALL SUBMISSIONS)

**PROJECT TITLE** 

Ordinance for a Budget Amendment

#### PROJECT SUMMARY (200 WORDS OR LESS)

AN ORDINANCE TO AMEND THE 2023 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Animal Shelter, \$21,014
- II. Rotary Plaza, \$26,776
- III. Houma Police Dept–Edward Byrne Memorial Justice Assistance Grant, \$12,934
- IV. Houma Police Department-LCLE Grant, \$18,012
- V. Bayou Boardwalk, \$60,000

#### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

See above

TOTAL EXPENDITURE						
	N/A					
	AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)					
	ACTUAL ESTIMATED					
IS PROJECTALREADY BUDGETED: (CIRCLE ONE)						
N/A	<u>NO</u>	YES	IF YES AMOUNT BUDGETED:			

COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)									
PARISHWIDE	1	2	3	4	5	6	7	8	9

/s/\_Kayla Dupre\_\_\_\_\_ Signature

August 17, 2023 Date ORDINANCE NO.

AN ORDINANCE TO AMEND THE 2023 ADOPTED OPERATING BUDGET AND 5-YEAR CAPITAL OUTLAY BUDGET OF THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT FOR THE FOLLOWING ITEMS AND TO PROVIDE FOR RELATED MATTERS.

- I. Animal Shelter, \$21,014
- II. Rotary Plaza, \$26,776
- III. Houma Police Dept–Edward Byrne Memorial Justice Assistance Grant, \$12,934
- IV. Houma Police Department-LCLE Grant, \$18,012
- V. Bayou Boardwalk, \$60,000

#### SECTION I

WHEREAS, the Animal Shelter received donations of \$21,014, and

WHEREAS, the donations of \$21,014 will be put into the Medical and Drug account.

NOW, THEREFORE BE IT ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for the Animal Shelter. (Attachment A)

#### SECTION II

WHEREAS, Administration is requesting funding for the Rotary Plaza in the amount of \$26,776, and

WHEREAS, the funding source is from Downtown Development.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended for Rotary Plaza. (Attachment B)

#### SECTION III

WHEREAS, the Parish received funds from the U.S. Department of Justice, Office of Justice Programs Fiscal Year 2022 Edward Byrne Memorial JAG Fund in the amount of Twelve Thousand, Nine Hundred and Thirty-four dollars (\$12,934), and

WHEREAS, the 2022 Edward Byrne Memorial JAG Fund will provide grant funding to purchase portable radios to improve the effectiveness and safety of our Police Officers by providing them with updated communication equipment.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended to reflect the funding of the Edward Byrne Memorial JAG Fund. (Attachment C)

#### SECTION IV

WHEREAS, the Parish received funds from Louisiana Commission on Law Enforcement (LCLE) and the Administration of Criminal Justice Fiscal Year 2021 Multi-Task Grant (Grant #2021-DJ-7234) for \$18,012, and

WHEREAS, the 2021 Multi-Task Grant (Grant #2021-DJ-7234) will provide funding for joint policing efforts between the Houma Police Department and the Assumption Parish Sheriff's Office relating to substance abuse criminal activities.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget be amended to reflect the funding of the Multi-Task Grant. (Attachment D)

#### SECTION V

WHEREAS, TPCG entered into an Intergovernmental Agreement with Houma Restoration District for Phase II of the renovations to the Bayou Boardwalk, and

WHEREAS, TPCG requested funding from the District in the amount of \$60,000 to be put into the Boardwalk Project account, and

WHEREAS, TPCG and Houma Restoration District will facilitate a joint mission to improve and restore the Bayou Boardwalk in downtown Houma.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the 2023 Adopted Operating Budget and 5-Year Capital Outlay Budget be amended for the Bayou Boardwalk. (Attachment E)

#### SECTION VI

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, hereby authorizes Gordon Dove, Parish President, to execute any and all documents for these amendments as approved by the legal department.

#### SECTION VII

If any work, clause, phrase, section, or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections, and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

#### SECTION VIII

This Ordinance shall become effective upon approval by the Parish President or as otherwise provided in Section 2-13(b) of the Home Rule Charter for a Consolidated Government for Terrebonne Parish, whichever occurs sooner.

Prepared By: Finance Department PC File: 2023-Various Items – N Date Prepared: 8/16/23 BA #15

#### **ATTACHMENT A - Animal Shelter**

	2023		
	Adopted	Change	Amended
Donations-Meds for Animal Shelter	(900)	(21,014)	(21,914)
Medical & Drugs	93,338	21,014	114,352

#### **ATTACHMENT B - Rotary Plaza**

	2023			
	Adopted Change		Amended	
Rotary Centennial Plaza Park	1,414,111	26,776	1,440,887	
Transfer from General Fund	(70,000)	(26,776)	(96,776)	
Transfer to Capital Projects Fund	70,000	26,776	96,776	
Downtown Bulb Out Project	26,776	(26,776)	-	

#### ATTACHMENT C - Houma Police Dept

	2023			
	Adopted	Change	Amended	
Jag Communication Equipment		(12,934) 12,934	(12,934) 12,934	

#### ATTACHMENT D - Houma Police Dept

	2023			
	Adopted	Change	Amended	
Multi-Task Force		(18,012)	(18,012)	
Other Fees	5,000	7,013	12,013	
Overtime Pay		10,999	10,999	

#### ATTACHMENT E - Bayou Boardwalk

		2023	
	Adopted	Change	Amended
Houma Restoration District-Boardwalk		(60,000)	(60,000)
DDC Boardwalk Project	82,585	60,000	142,585

Jodien I

## Kayla Dupre

From: Sent: To: Subject: Attachments:

Valerie Robinson Tuesday, July 25, 2023 5:18 PM Kayla Dupre B.I. check B.I. check\_0001.pdf

Hi Kayla,

I'm sending over a check from B.I. for \$11,108.91. Please deposit and move that money to Medical and Drugs 151-442-8221-01. Thanks!

Best,

Valerie Robinson Animal Shelter Director Terrebonne Parish Animal Shelter (985) 873-6709 (985) 580-8150 fax www.tpcg.org/animalshelter

Follow us on facebook

151-000-1214-R

10-1888-CM1-191 an

471014

8/16/23 08:36:44	0 12/2023			AMOUNT	323.00-	900.00-	100.00-	3,157.00-	50.00-	150.00-	5, 595.37-	830.00-	100.00-	11,108.91-	+
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CLOSE	1/2023								0	0					
SCRIPT LAST	ATE:			ESCRIP	SHELTER	STIPEN	ESCUE	HEL CL	RESCUE	ISCUE	S MEDS	S MEDS	ISCUE	DONAT	
GENERAL LEDGER/DETAIL DESCRIPTION JULY 31, 2023 - MONTH LAST CLOSED	RANGE DATE:			DETAIL DESCRIPTION	ANIMAL SI	03/07/23 VACCINE STIPEN	HUMANE RESCUE ALLI	ANIMAL SHEL CLSBAL	HUMANE RI	HUMANE RESCUE	DONATIONS MEDS	DONATIONS MEDS AS	HUMANE RESCUE ALLI	AN SHELT DONATIONS	
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EDGER			AL SHE	DATE	01/03/23	8/07/2	04/20/23	05/08/23	05/19/23	06/22/23	07/12/23	07/25/23	07/28/23	07/31/23	
ERAL LEDG JULY 31,			ANIMZ	CDE	C/R 01	C/R 03	C/R 04	C/R 05	C/R 05	C/R 06	C/R 07	C/R 07	C/R 07	C/R 07	
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	151-000-6741-18 GENERAL FUND	NO DEPARTMENT NAME	DONATIONS-MEDS FOR ANIMAL SHEL MORE												
FD176GG		ON	DONA (V) IEW MORE	VENDOR											
FD1.	ACCT:		(V) II	VEI	ł	١	I		l	I	1		-	I	

CMD01 = EXIT CMD02 = PREVIOUS SCR CMD0

CMD05 = DSP PO/DOC NBR

CMD07 = DSP INVOICE NBR

HDDC - Budget Ar	nendment Request	Cu	urrent Budget	A	djustment	Adjusted Budget		
659-196-8912-11 151-652-8913-12	Rotary Centennial Plaza Park Downtown Bulb Out Project	\$	1,414,111 26,776	\$	26,776 (26,776)	\$	1,440,887 -	

\$ 1,440,887 \$ - \$ 1,440,887

Section IL

## Skyla Galjour

L	
From:	Anne Picou
Sent:	Tuesday, August 8, 2023 4:23 PM
To:	Christopher Pulaski; Kandace Mauldin; Kayla Dupre; Felicia Aubert; Skyla Galjour
Subject:	Plaza Account

Good day to all,

The HDDC has two-line items on their current financial statement from July 2023.

Can we move the \$70,000 eferencing Belanger St Project, and the \$26,776.00 Bulb out project to the Rotary Plaza Project? It would help to identify what remaining funds are available and which are dedicated for projects.

Thank you, Anne

dytiand a



Anne Picou Cultural Resource Dir. 317 Goode Street 985-873-6408

## GENERAL LEDGER/BUDGET ACCOUNT INQUIRY JULY 31, 2023 - MONTH LAST CLOSED

ACCT: 659-196-8912-11 CAPITAL PROJECTS CONTRL

AUDITORIUMS ROTARY CENTENNIAL PLAZA PARK

VARIANCE	527,009		0	0	60,000	10,613	147,831	1,304,111	CF05 = DSP INV
ENCUMBERED	0		N/A	N/A	N/A	N/A	N/A	N/A	CF04 = DSP DETAIL
ACTUAL	887,101.61		00.	00.	00.	24,387.13	90,781.66	18,720.31	CF04 =
BUDGET	1,414,111		0	0	60,000	35,000	238,613	1,322,831	CONT INUE
	OPEN: 2023	CLOSED:	2017	2018	2019	2020	2021	2022	ENTER = CONTINUE

B

CFO8 = PRT DETAIL

CF06 = DSP ENCUMBRANCE

CF02 = INPUT SCR

EXIT

II

CF01

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY JUNE 30, 2023 - MONTH LAST CLOSED

ACCT: 151-652-8913-12 GENERAL FUND ECONOMIC DEVEL. - OTHER DOWNTOWN BULB OUT PROJECT

VARIANCE		26,776			31,885	31,885	26,776	26,776	26,776	26,776	
ENCUMBERED		0			N/A	N/A	N/A	N/A	N/A	N/A	
ACTUAL		00.			.00	00.	5,108.82	00.	00.	00.	
BUDGET		26,776			31,885	31,885	31,885	26,776	26,776	26,776	
	OPEN:	2023		CLOSED:	2017	2018	2019	2020	2021	2022	

(1-2168-761-659 07 (MLL(1972)

= EXIT CF02 = INPUT SCR

CF01

ENTER = CONTINUE

INV JE DETAIL

DSP PRT

11 11

CF05 CF08

ENCUMBRANCE

DETAIL

CF04 = DSPCF06 = DSP

JULY 31, 2023 - MONTH LAST CLOSED GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

CAPITAL PROJECTS CONTRL NO DEPARTMENT NAME 659-000-7101-51 ACCT:

GENERAL FUND

VARIANCE	0		0	0	0	0	0	0
ENCUMBERED	0		N/A	N/A	N/A	N/A	N/A	N/A
ACTUAL	70,000.00-		33,979.00-	165,389.00-	80,000.00-	00.	250,000.00-	84,000.00-
BUDGET	70,000		33,979	165,389	80,000	0	250,000	84,000
	0PEN: 2023	・ (」 近 い ( 1 )	2017	2018	2019	2020	2021	2022

CEAS - DSD INV IF	I	CF08 = PRT DETAIL
	CIO4 = DOI VETAIN	CF06 = DSP ENCUMBRANCE
	FINIER = CONTINUE	CF01 = EXIT CF02 = INPUT SCR

·

JULY 31, 2023 - MONTH LAST CLOSED GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

OPERATING TRANSFERS ACCT: 151-999-9106-59 GENERAL FUND

CAPITAL PROJECT CONTROL FUND

VARIANCE		0		0	0	0	0	0	0	CF05 = DSP INV JE	CF08 = PRT DETAIL
ENCUMBERED		0		N/A	N/A	N/A	N/A	N/A	N/A	P DETAIL	P ENCUMBRANCE
떠										= DSP	= DSP
ACTUAL		70,000.00		33,979.00	165,389.00	80,000.00	.00	250,000.00	84,000.00	CF04	CF06
											INPUT SCR
BUDGET		70,000		33,979	165,389	80,000	0	250,000	84,000	INUE	CF02 = I
	OPEN:	2023	CLOSED:	2017	2018	2019	2020	2021	2022	ENTER = CONTINUE	CF01 = EXIT

Terrebonne Parish Consolidated Government OJP 2022 JAG - Edward Byrne Memorial Justice Assistance Grant Budget Amendment 7/27/2023

		Current	Adjustment	Final
206-000-6312-06	Revenue	-	(12,934)	(12,934)
206-211-8915-03	<b>Communication Equipment</b>	-	12,934	12,934

)

This grant will provide portable radios and communication equipment to the Houma Police Department.

## JUNE 30, 2023 - MONTH LAST CLOSED GENERAL LEDGER/BUDGET ACCOUNT INQUIRY

JAG-JUSTICE ASSIST GRT ACCT: 206-000-6312-06

NO DEPARTMENT NAME

JAG

VARIANCE	O		0	0	16,139-	34,975	34,975-	0	CF05 = DSP INV JE
ENCUMBERED	O		N/A	N/A	N/A	N/A	N/A	N/A	CF04 = DSP DETAIL
ACTUAL	00.		9,601.54-	00.	14,731.00-	63,131.00-	34,975.00	12,859.00-	CF04 = DS
BUDGET	0		9,602	0	30,870	28,156	0	12,859	NTINUE
ļ	OPEN: 2023	CLOSED:	2017	2018	2019	2020	2021	2022	ENTER = CONTINUE

= PRT DETAIL

CF08

DSP ENCUMBRANCE

CFO6 =

CF02 = INPUT SCR

= EXIT

CF01

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY JUNE 30, 2023 - MONTH LAST CLOSED

ACCT: 206-211-8915-03

JAG-JUSTICE ASSIST GRT

POLICE

COMMUNICATION EQUIPMENT

VARIANCE		0		0	0	0	0	0	0	CF05 = DSP INV
ENCUMBERED		0		N/A	N/A	N/A	N/A	N/A	N/A	DSP DETAIL
ACTUAL		00.		.00	00.	00.	00.	.00	00.	CF04 =
BUDGET		0		0	0	0	0	0	0	CONTINUE
	OPEN:	2023	CLOSED:	2017	2018	2019	2020	2021	2022	ENTER = CONTINUE

g

CF08 = PRT DETAIL

CF06 = DSP ENCUMBRANCE

= INPUT SCR

CF02

= EXIT

CF01

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## BUT FY 22

## Award Letter

September 22, 2022

Dear Dana Coleman,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by TERREBONNE PARISH OF for an award under the funding opportunity entitled 2022 BJA FY 22 Edward Byrne Memorial Justice Assistance Grant Program -Local Solicitation. The approved award amount is \$12,934.

before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements funding the Award Offer also includes any Other Award Documents.

by OJP, so that they understand the award requirements. Information on all pertinent award requirements also staff Please note that award requirements include not only the conditions and limitations set forth in the Award matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key should receive the award conditions, the assurances and certifications, and the application as approved performance for the award. These requirements encompass financial, administrative, and programmatic Offer, but also compliance with assurances and certifications that relate to conduct during the period of must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

(JustGrants), including by executing the required declaration and certification, within 45 days from the award authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Maureen Henneberg Deputy Assistant Attorney General

# **Office for Civil Rights Notice for All Recipients**

(DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Section 504 of the The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice

they will comply with those laws. Taken together, these civil rights laws prohibit recipients of federal Rehabilitation Act of 1973, require recipients of federal financial assistance to give assurances that color, national origin, religion, disability, sex, and, for grants authorized under the Violence Against financial assistance from DOJ from discriminating in services and employment because of race, discriminating in services because of age. For a complete review of these civil rights laws and Women Act, sexual orientation and gender identity. Recipients are also prohibited from https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm. nondiscrimination requirements, in connection with DOJ awards, see

nondiscriminatory manner to their service population or have employment practices that meet equalevaluate whether recipients of financial assistance from the Department are providing services in a Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to opportunity standards.

complying with the regulation relating to Equal Employment Opportunity Programs (EEOPs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEOP If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements system, there are two additional obligations that may apply in connection with the awards: (1) Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5).

The OCR is available to help you and your organization meet the civil rights requirements that are organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial associated with DOJ grant funding. If you would like the OCR to assist you in fulfilling your assistance, please do not hesitate to contact the OCR at askOCR@ojp.usdoj.gov.

## Memorandum Regarding NEPA

## **NEPA** Letter Type

OJP - Ongoing NEPA Compliance Incorporated into Further Developmental Stages

## **NEPA** Letter

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA to support a broad range of activities to prevent and control crime and to improve the criminal justice in complying with NEPA and other related federal environmental impact analyses requirements in the any of the specified activities will be funded by the grant. 4

The specified activities requiring environmental analysis are:

a. New construction;

c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered b. Any renovation or remodeling of a property located in an environmentally or historically sensitive species, or a property listed on or eligible for listing on the National Register of Historic Places; in its basic prior use or (b) significantly change its size;

d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in

e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratory operations. The incommental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information aboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information aboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information aboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information aboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information aboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information aboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information approximation in Middle Name Last Name Opin Conditions of Internation and Award Conditions confinition set forth in the Award Information, Project Information, and Award Conditions. Terry Terry Coversions Financial Information, and Award Conditions. This award is offered subject to the conditions confinition set forth in the Award Information, Project UED This award is offered subject to the conditions of financial Information. This award is offered subject to the conditions of torch in the Award Information, and Award Conditions. This award is offered subject to the conditions of forth in the Award Information, Project UED WIEDJEPVF5KB Science Information and Award Conditions.	
e. Imp includ For metha metha metha includ First N First N First N For metha MEPA For metha MEPA For metha MEPA For metha MEPA Stree Stree Stree Stree	

office, household, recreational, or education environments; and

CityState/U.S. TerritoryHOUMALouisianaLOUMALouisianaZip/Postal CodeCountry70360Country70360United StatesCounty/ParishProvince	Award Details       Award Type         Federal Award Date       Award Type         9/22/22       Award Type         9/22/22       Binitial         9/22/22       Award Number         9/22/22       Binitial         9/22/22       Binitial         9/22/22       Binitial         9/22/22       Binitial         9/22/22       Binitial         9/22/23       Binitial         9/22/23       Binitial         Binitial       Binitial         Award Number       Bupplement Number         15PBJA-22-GG-02775-JAGX       D0         Federal Award Amount       Funding Instrument Type         \$12,934.00       Grant         Assistance Listing Number       Assistance Listings Program Title	<mark>ory Authority</mark> f Pub. L. No. 90-351 (gene codified at 34 U.S.C. 1015	<ul> <li>I have read and understand the information presented in this section of the Federal Award Instrument.</li> <li>Project Information</li> <li>This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.</li> </ul>
City HOUMA Zip/Postal Cod 70360 County/Parish	Award De Federal Awar 9/22/22 Award Numb 15PBJA-22-G Federal Awar \$12,934.00	16.738 <b>Statutory A</b> u Title I of Pub. part E (codifie	<ul> <li>I have read and uno</li> <li>Project Information</li> <li>This award is offered si Information, Financial I</li> </ul>

Solicitation Title

Justice Assistance Grant Program - Local 2022 BJA FY 22 Edward Byrne Memorial Solicitation

**Application Number** 

Awarding Agency Program Office PUP BJA

GRANT13690861

202-514-9205 Grant Manager Name Phone Number Kandia Conaway E-mail Address

Kandia.Conaway@usdoj.gov

## **Project Title**

Operation RIRC22 (Radio Interoperability Replace Communications)

Performance Period Start	Performance Period End
Date	Date
10/01/2021	09/30/2023
Budget Period Start Date	Budget Period End Date

09/30/2023

10/01/2021

## **Project Description**

local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, the following program areas: 1) law enforcement programs; 2) prosecution and court programs; 3) and crisis intervention teams; and 9) implementation of state crisis intervention court proceedings prevention and education programs; 4) corrections and community corrections programs; 5) drug and information systems for criminal justice or civil proceedings, including for any one or more of programs and related law enforcement and corrections programs, including behavioral programs and related programs or initiatives, including but not limited to: mental health courts; drug courts; based on their own state and local needs and conditions. Grant funds can be used for state and government, including tribes, to support a broad range of activities to prevent and control crime programs; 7) crime victim and witness programs (other than compensation); 8) mental health treatment and enforcement programs; 6) planning, evaluation, and technology improvement The Edward Byrne Memorial Justice Assistance Grant (JAG) Program allows units of local veterans courts; and extreme risk protection order programs.

## Financial Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

2

I have read and understand the information presented in this section of the Federal Award Instrument.

## **Award Conditions** >

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

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Compliance with general appropriations-law restrictions on the use of federal funds (FY 2022)

https://www.ojp.gov/funding/Explore/FY22AppropriationsRestrictions.htm, and are incorporated by reference 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, including from various "general provisions" in the Consolidated Appropriations Act, 2022, are set out at here.

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

#### С Ш

Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2022 award from OJP.

award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 or a supplemental award) that are obligated on or after the acceptance date of this FY 2022 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at https://ojp.gov/funding/Part200UniformRequirements.htm. Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334. In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

### ũ

Requirement to report actual or imminent breach of personally identifiable information (PII)

event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) – (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the after an occurrence of an actual breach, or the detection of an imminent breach.

#### 4

OJP Training Guiding Principles

develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier and-subgrantees.



Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after October 15, 2020, will satisfy this condition.

the period of performance, the new Grant Award Administrator or Financial Manager must have súccessfully completed an "OJP financial management and grant administration training" by 120 calendar days after the In the event that either the Grant Award Administrator or a Financial Manager for this award changes during date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2020, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at https://www.ojp.gov/training/fmts.htm. All trainings that satisfy this condition include a session on grant fraud prevention and detection. The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.



Effect of failure to address audit issues

by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required 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 in connection with audits, investigations, or reviews of DOJ awards.



Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award. Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. (ojp.gov/funding/Explore/LegalNotices-AwardReqts.htm), and incorporated by reference into the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Failure to comply with one or more award requirements -- whether a condition set out in full below, a DOJ, including OJP, also may take other legal action as appropriate.

concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or 3812). Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.



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 requirements regarding written notice to program beneficiaries and prospective program beneficiaries. of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable

on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination as in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. accessible at https://v Administration, Chapt	The text of 28 C.F.R. Part 38 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.
Compliance with DO	Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42
The recipient, and an of 28 C.F.R. Part 42, that relate to an equa	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.
<b>Compliance with DO.</b>	<b>Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54</b>
The recipient, and an of 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."
Compliance with 41 L	Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)
The recipient (and any su of 41 U.S.C. 4712, includ discrimination against an mismanagement of a fed grant, a substantial and s related to a federal grant.	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 mu workforce), of employ	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 ari is to contact the DOJ	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.
<b>E12</b> Compliance with applicable trainings, and other events	<b>E12</b> Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events
The recipient, and any subrecipient ("sub regulations, policies, and official DOJ guit requirements, where applicable) governir that term is defined by DOJ), including th costs of attendance at such conferences.	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 pe the DOJ Grants Final Financial Guide").	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").
<b>Ed13</b> Requirement for data	for data on performance and effectiveness under the award
The recipient must co this award. The data OJP in the program s	The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance

with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

## **1**4

Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements. minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect

## **1**5

Determination of suitability to interact with participating minors

award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the SCOPE. This condition applies to this award if it is indicated - in the application for the award (as approved of age.

individuals may interact with participating minors. This requirement applies regardless of an individual's The recipient, and any subrecipient at any tier, must make determinations of suitability before certain employment status.

Minors htm (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here. The details of this requirement are posted on the OJP web site at https://ojp.gov/funding/Explore/Interact-

### **[]**

Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

recipient. The recipient's disclosure must include the following. 1. The federal awarding agency that currently If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency. of this disclosure, high risk includes any status under which a federal awarding agency provides additional time during the course of the period of performance under this award, the recipient must disclose that fact oversight due to the recipient's past performance, or other programmatic or financial concerns with the

### **1**1

Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at

https://ojp.gov/financialguide/DOJ/index.htm), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.



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.

#### Щ 19

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.

### **1**20

Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens. C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).

maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will

award funds.

B. Employment eligibility confirmation with E-Verify

provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds. For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov),

"United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands. റ

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (https://www.e-verify.gov/) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.



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 confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, or subcontract with any funds under this award, may require any employee or contractor to sign an internal 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.

relates to sensitive compartmented information), or any other form issued by a federal department or agency 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 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

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. execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

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 (1) it has determined that no other entity that the recipient's application proposes may or will receive award 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

waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of 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. 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

## 

Reclassification of various statutory provisions to a new Title 34 of the United States Code

Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were of the U.S. Code. Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

## **1**23

All subawards ("subgrants") must have specific federal authorization

for authorization of any subaward. This condition applies to agreements that - for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements "contract").

https://ojp.gov/funding/Explore/SubawardAuthorization.htm (Award condition: All subawards ("subgrants") The details of the requirement for authorization of any subaward are posted on the OJP web site at must have specific federal authorization), and are incorporated by reference here.

## **1**24

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).

### **1**25

Restrictions on "lobbying"

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. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or otherwise would be barred by law.)

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 Another federal law generally prohibits federal funds awarded by OJP 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 law apply, including an exception that applies to Indian tribes and tribal organizations.

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

### 26

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000 The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at

approval required to use a noncompetitive approach in a procurement contract (if contract would exceed https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm (Award condition: Specific post-award \$250,000)), and are incorporated by reference here.

### **1**27

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.



Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the of federal funds during the period of performance for this award, the recipient promptly must determine



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 violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict 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 of interest, bribery, gratuity, or similar misconduct.

https://oig.justice.gov/hotline/contact-grants.htm (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG reported to the OIG by--(1) online submission accessible via the OIG webpage at Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at https://oig.justice.gov/hotline.



FFATA reporting: Subawards and executive compensation

\$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of Transparency Act of 2006 (FFATA), are posted on the OJP web site at https://ojp.gov/funding/Explore/FFATA.htm (Award condition: Reporting Subawards and Executive

Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$30,000, or (2) an award made 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).



monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant all documentation necessary to complete monitoring tasks, including documentation related to any

Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination

### **3**2

Required monitoring of subawards

subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award. conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable The recipient must monitor subawards under this award in accordance with all applicable statutes,

#### 33 10

Use of program income

provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425. Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the

### **1**34

Justice Information Sharing

Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https:// Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Information sharing projects funded under this award must comply with DOJ's Global Justice Information it.ojp.gov/ gsp\_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is

#### **⊡**35

Avoidance of duplication of networks

connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system. information sharing systems which involve interstate connectivity between jurisdictions, such systems shall To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement employ, to the extent possible, existing networks as the communication backbone to achieve interstate



Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 34 U.S.C. 10231(c)-(d). The recipient may not satisfy such a fine with federal funds.



Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

### **38**

Confidentiality of data

information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23. The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or

#### **1**33

The award recipient agrees to participate in a data collection process measuring program outputs and outcomes. The data elements for this process will be outlined by the Office of Justice Programs.

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collection requests, including, but not limited to, the provision of any information required for the assessment The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data or evaluation of any activities within this project.

#### 4

Law enforcement task forces - required training

award funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, must complete required online (internet-based) task force training. Additionally, all future task force members must complete this training once during the period of performance for this Within 120 days of award acceptance, each current member of a law enforcement task force funded with award, or once every four years if multiple OJP awards include this requirement.

recipient must compile and maintain a task force personnel roster, along with course completion certificates. key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. If award funds are used to support a task force, the The required training is available free of charge online through the BJA-funded Center for Task Force Integrity and Leadership (www.ctfli.org). The training addresses task force effectiveness, as well as other

Additional information regarding the training is available through BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).

### **4**2

Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.



The recipient understands that, in accepting this award, the Authorized Representative declares and certifies, among other things, that he or she possesses the requisite legal authority to accept the award on

behalf of the recipient entity and, in so doing, accepts (or adopts) all material requirements that relate to conduct throughout the period of performance under this award. The recipient further understands, and performance under the award without first ensuring that the individual has the requisite legal authority. agrees, that it will not assign anyone to the role of Authorized Representative during the period of

### 44

Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National environmental impact analyses requirements in the use of these award funds, either directly by the recipient be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal following activities will be funded by the award, the recipient agrees to contact BJA.

are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are: The recipient understands that this condition applies to new activities as set out below, whether or not they

a. New construction;

đ b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or property listed on or eligible for listing on the National Register of Historic Places;

c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;

purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) household, recreational, or education environments; and

e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including

the identification, seizure, or closure of clandestine methamphetamine laboratories.

further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient https://bja.gov/Funding/nepa.html, for programs relating to methamphetamine laboratory operations. The recipient understands and agrees that complying with NEPA may require the preparation of an

subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its environmental assessment of that funded program or activity.



Establishment of trust fund

Program (JAG). The recipient also agrees to obligate the award funds in the trust fund (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The trust fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish a trust fund account. Recipients (and subrecipients) must maintain

unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of

### **1**46

grant reports through JustGrants. Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, the recipient must provide All State and Local JAG recipients must submit quarterly Federal Financial Reports (SF-425). Additionally, data that measure the results of its work. The recipient must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website (www.bjaperformancetools.org). For more State JAG and Local JAG Category Two (\$25K or more) must submit semi-annual performance reports through JustGrants and Local JAG Category One (Less than \$25K) must submit annual performance webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements funds and future High Risk designation.

#### **1**47

Required data on law enforcement agency training

Any law enforcement agency receiving direct or sub-awarded funding from this JAG award must submit

quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.

### **1**48

Expenditures prohibited without waiver

statute, unless, as set forth at 34 U.S.C. 10152, the BJA Director certifies that extraordinary and exigent circumstances exist, making such expenditures essential to the maintenance of public safety and good No funds under this award may be expended on the purchase of items prohibited by the JAG program

### **1**49

Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after October 1, 2021

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (October 1, 2021), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via an Award Condition Modification (ACM)). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

applicable withholding condition through an Award Condition Modification (ACM), the recipient is authorized to obligate (federal) award funds to reimburse itself for project costs incurred "at-risk" earlier during the incurred "at-risk," if and when the recipient makes a valid acceptance of this award and OJP removes each applicable withholding condition), provided that those project costs otherwise are allowable costs under the period of performance (such as project costs incurred prior to award acceptance or prior to removal of an Except to the extent (if any) that an award condition expressly precludes reimbursement of project costs

**1** 50

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a

government DNA laboratory with access to CODIS. No profiles generated under this award may be entered agency to ensure all requirements are met for participation in Rapid DNA (see National Rapid DNA Booking Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA or uploaded into any non-governmental DNA database without prior express written approval from BJA profiles may be accepted for entry into CODIS. Booking agencies should work with their state CODIS

### Load more

I have read and understand the information presented in this section of the Federal Award Instrument. >

# Award Acceptance

# Declaration and Certification to the U.S. Department of Justice as to Acceptance

By checking the declaration and certification box below, I--

Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant. Ŕ

Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of materials submitted in connection with, this award, including any assurances and certifications and made available to me) a diligent review of all terms and conditions of, and all supporting (including anything submitted in connection therewith by a person on behalf of the applicant щ

Accept this award on behalf of the applicant. с<sup>і</sup>

representation; and (2) I understand that any materially false, fictitious, or fraudulent information applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under or statement in this declaration and certification (or concealment or omission of a material fact Declare the following to DOJ, under penalty of perjury, on behalf of myself and the and certification, DOJ will rely upon this declaration and certification as a material 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise. D.

# Agency Approval

Deputy Assistant Attorney Title of Approving Official General

Name of Approving Official Maureen Henneberg

Signed Date And Time

9/18/22 2:56 PM

# Authorized Representative



Declaration and Certification

# Entity Acceptance

Title of Authorized Entity Official Chief of Police Name of Authorized Entity Official Dana Coleman

Signed Date And Time

2/16/2023 10:10 AM

Terrebonne Parish Consolidated Government LCLE Multi-Task Force Budget Amendment 8/10/2023

		Current	Adjustment	Final
216-217-8349-01	Other Fees (Consultants)	5,000	7,013	12,013
216-217-8112-01	Overtime Pay	-	10,999	10,999
216-000-6342-03	Multi-Task Force	-	18,012	18,012

To input LCLE Grant Award #7234 - Multi-Task Grant Funding into the parish budget.

Grant funding provides for joint policing efforts between Houma Police Department and Assumption Parish Sheriff's Office relating to substance abuse criminal activities.

JIM GRAFT EXECUTIVE DIRECTOR				ement (LCLE) approved d is as follows:	0 15PBJA-21-GG-00246-MUMU		Consolidated Government all the representations conditions that have been	(225) 342-1847
State of Louisiana Office of the Governor Louisiana Commission on Law Enforcement and Administration of Criminal Justice	March 18, 2023	Consolidated Government - Houma Police Department 70360-2768		I am pleased to inform you that the Louisiana Commission on Law Enforcement (LCLE) approved the application for federal/state funds. Identifying information for this award is as follows:	2021-DJ-01-7234 (Use on all correspondence) "Multi-Jurisdictional Task Force" 7/1/2023 - 6/30/2024 Federal Funds: 2021-DJ: \$18,012.00 CFDA No: 16.738 Federal Award No.: 15PE		This subgrant is hereby offered on the condition that Terrebonne Parish Consolidated Government - Houma Police Department complies in administering the program, with all the representations contained in its application, as amended, including the standard subgrant conditions that have been incorporated by reference.	P.O. Roy 3133 & Baron Routos Touistiana 70821-3133 & (225) 342-1500 & Fax (225) 342-1847
JOHN BEL EDWARDS GOVERNOR		Mr. Gordon Dove Parish President Terrebonne Parish Consolidate 8026 Main Street PO Box 2768 Houma, Louisiana 70360-2768	Dear Mr. Dove:	I am pleased to inform y the application for feder	Subgrant Number: Project Title: Project Period: Award:	This is one time funding.	This subgrant is hereby off - Houma Police Departmer contained in its application incorporated by reference.	P.O. B.w. 3133 🕹

P.O. Box 3133 & Baton Rouge, Louisiana 70821-3133 & (225) 342-1500 & Fax (225) 342-1847 An Equal Opportunity Employer

within the prescribed period, written notification should be given to LCLE stating reasons for failure project not implemented within the prescribed period rather than approve the extension. The award does not obligate the Louisiana Commission on Law Enforcement to fund this project beyond the to begin on the anticipated start date. Projects remaining not operational for a prescribed period thereafter will require an additional written statement explaining the delay. Where warranted, the implementation of this project within a prescribed period of time. If this project is not operational LCLE may extend the implementation date further; however, it retains the right to cancel any Certified Assurances accepted at the time of application outline the requirements for current period.

Your prompt attention to the condition(s) will ensure the timely release of subgrant funds. however. failure to satisfy the condition(s) may result in cancellation of this subgrant.

Requirements page under the Project tab in Egrants. Failure to follow the reporting requirements The reporting requirements for this subgrant may be found by navigating to the Reporting may cause an interruption in receipt of subgrant funds.

signature (blue ink) as the authorized official of Terrebonne Parish Consolidated Government -The award of this subgrant will become effective when LCLE receives this letter with your Houma Police Department.

will be conducted in accordance with all applicable guidelines. Future funding is contingent not only on the availability of funding, but proper grant management, which includes meeting the goals and It is vital for designated project staff to review the Applicant's Manual to ensure that this program objectives and submitting timely and accurate quarterly, interim and annual reports.

please contact the program manager. Should you have fiscal questions, please contact the Grants Our staff welcomes questions regarding subgrant matters. If you have programmatic questions. Section staff. Their contact information can be obtained via our website, www.lcle.la.gov. The LCLE and its staff wish you success in conducting this project. Sincerely.

Jim Craft

Executive Director

SPECIAL CONDITION(S)

This award is subject to compliance with the following condition(s), in addition to the applicable Standard Subgrant Conditions that have been incorporated by reference:

the subgrantee must report by letter to the State (Louisiana Commission on Law Enforcement) If a project is not operational within 60 days of the original starting date of the subgrant period. the steps taken to initiate the project, the reasons for delay and the expected starting date. (1)

If a project is not operational within 90 days of the original starting date of the subgrant period. on Law Enforcement may also, where extenuating circumstances warrant, extend the implementation date of the project past the 90-day period. When this occurs, the appropriate agency approval to redistribute the funds to other project areas. The Louisiana Commission Louisiana Commission on Law Enforcement may cancel the project and request grantor Enforcement, explaining the implementation delay. Upon receipt of the 90-day letter, the the subgrantee must submit a second statement to the Louisiana Commission on Law subgrant files and records must so note the extension.

issues (if any) (and any other audits of OJP grants funds) are not satisfactorily and promptly funds may be withheld, or other related requirements may be imposed, if outstanding audit Requirements – Subpart F Audit Requirements, and further understands and agrees that addressed, as further described in the current edition of the DOJ Grants Financial Guide The applicant agrees to comply with the organizational audit requirements of 2 CFR 200: Uniform Guidance – Uniform Administrative Requirements. Cost Principles, and Audit 3

If you have expended \$750,000 or more during the non-Federal entity's fiscal year in Federal awards, you must have a single or program specific audit conducted in that year in accordance with provisions of this part.

responsible for corrective action, the corrective action planned, and the anticipated completion submitted along with the audit report and it must include the name(s) of the contact person(s) date. If the auditee does not agree with the audit findings or believes corrective action is not recommendation and a description of monitoring to be conducted to ensure implementation. required, then the corrective action plan must include an explanation and specific reasons. If an audit discloses findings or recommendations, then a corrective action plan must be LCLE also requires a timetable for performance and/or implementation dates for each

submission of financial statements to the Louisiana Legislative Auditor (LLA). To determine the level of engagement and reports required please contact your accounting professional Agencies receiving these funds may be subject to LA R.S. 24:513, which requires the and/or the office of the LLA (www.lla.la.gov)

fiscal year end. Agencies who fail to submit timely audit reports to LCLE are subject to funds A copy of the reports/statements/letters submitted as part of the reporting package must be forwarded to the LCLE to auditor@lcle.la.gov no later than six (6) months after the agency's being withheld until this requirement is met.

- The subgrantee agrees to comply with all certified assurances made at the time of application. ල
- Enforcement until a monitoring review is performed, documented and subsequently approved by Louisiana Commission on Law Enforcement for release of this special condition. Agency Ten percent (10%) of federal funds will be withheld by Louisiana Commission on Law will be notified in writing of any deficiencies noted during the monitoring visit. These deficiencies will delay final release until cleared. Ð
- the website, www.lcte.la.gov. This website contains miscellaneous reporting forms, instructions as well as links to state and federal guidelines that are necessary for compliance as set forth Subgrantee agrees that it will review pertinent information regarding this subgrant award via in the Certified Assurances agreed upon at the time of application. (2)
- Reimbursement for any budget line item listed as "TBD" will not be paid until a modification has been submitted to and approved by LCLE specifying the identification of the "TBD" line item. 6

System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The applicant also agrees to comply with applicable restrictions website at http://www.ojp.gov/funding/sam.html. (Award condition: Registration with the System on awards to first-tier subrecipients that do not acquire and provide a Unique Entity Identifier The applicant agrees to comply with applicable requirements regarding registration with the (UEI). The details of applicant obligations are posted on the Office of Justice Programs for Award Management and Universal Identifier Requirements), and re incorporated by reference here. This special 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.) 6

All applicants must have a Unique Entity Identifier (UEI). Information can be obtained at sam.gov. The applicant agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (Or with a successor government-wide system officially designated by OMB and OJP). Information can be obtained at www.sam.gov. SAM renewals completed during an open project period must be forwarded to the appropriate LCLE program manager. Printout must contain the renewal expiration date as well as the Exclusion Yes/No answer.

- meetings. These minutes are to be submitted to Louisiana Commission on Law Enforcement For all task force and multi-jurisdictional task force grants, agencies (board of directors or control group) are required to meet at least quarterly and to maintain minutes of these to become part of the subgrant record. 8
- civil liberties/rights, task force performance measurement, personnel selection. and task force training will address task force effectiveness as well as other key issues including privacy and executive, task force officers, and other task force members of equivalent rank. will complete required on-line (Internet-based) task force training to be provided free of charge through the each member as required by this special condition has completed the internet-based training. access methods via BJA's website and the Center for Integrity and Leadership can be found oversight and accountability. Information provided by BJA regarding the required training and Bureau of Justice Assistance's (BJA) Center for Task Force Integrity and Leadership. This Subgrantee agrees that within 120 days of this award, the Task Force Commander, agency at www.ctfli.org. Completion certificates must be maintained by the subgrantee to document 6
- Subgrantee agrees to complete the performance measurement tool (PMT) as a requirement reporting period and at the conclusion of the project period. Failure to complete the required to the Bureau of Justice Assistance (BJA) via the BJA PMT system, https://www.bjaperformancetools.org, no later than the 10th day of the month following the PMT Report will delay reimbursement of funds. (10)
- No release of funds by Louisiana Commission on Law Enforcement until prior project. 6427, is finalized. (<del>1</del>1)
- Subgrantee must prepare quarterly accountability metrics data related to training that officers constructive engagement with the public. This data must be made available upon request. have received on the use of force, racial and ethnic bias, de-escalation of conflict. and (12)

Dove
. Gordon
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- Subgrantees utilizing Byrne JAG funds to purchase Body Worn Cameras (BWC) must have a BWC policy in place or a policy under development. The BWC policy or the policy under development must be made available upon request. (13)
- Subgrantees MUST have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before funds can be used by the jurisdiction for body armor. The policy MUST specify when mandatory wear is required for uniformed officers on duty. (14)

ATTACH the policy to your first program report in Egrants.

Body armor purchased with JAG funds may be purchased at any threat level, make, or model The body armor must have been tested and found to comply with the latest applicable from any distributor or manufacturer, as long as the following requirements are met: National Institute of Justice (NIJ) ballistic or stab standards.

The body armor purchased must be made in the United States.

provide the best possible fit and coverage, through a combination of (1) correctly-sized panels harnesses. fasteners, flaps, or other adjustable features. The requirement that body armor be Measurement and Fitting of Armor (Active Standard ASTM E3003) available at no cost. The and carrier, determined through appropriate measurement, and (2) properly adjusted straps. Programs' efforts to improve officer safety, the American Society for Testing and Materials The body armor purchased with JAG funds must be "uniquely fitted vests," which means "uniquely fitted" does not necessarily require body armor that is individually manufactured protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to (ASTM) International has made available the Standard Practice for Body Armor Wearer based on the measurements of an individual wearer. In support of the Office of Justice Personal Armor Fit Assessment checklist is excerpted from ASTM E3003.

Sugrantees should note that JAG funds may NOT be used as any part of the 50 percent match required by the BVP Program. Subgrantee must notify Louisiana Commission on Law Enforcement in writing if an agency withdraws from the task force. (15)

Examples of supporting documents are, but are not limited to: 1. Personnel and Fringe – A payroll register that identifies employee, position, applicable pay Supporting documents must accompany the first quarter's fiscal report. (16)

period, gross salary, and if any, associated fringe benefits. Time Sheets or time and effort certifications must also be provided.

 Travel - Mileage logs, lodging invoices, conference agenda, airline receipts, etc.
 Equipment – Copies of invoices. These invoices should include the vendor's name, invoice number, item description, serial numbers for equipment (if applicable), quantity purchased and invoice amounts.

obligation of payment to the vendor. Invoices/documents must identify vendor, item description 4. Supplies & Operating Expenses Costs – Invoices or other documents demonstrating an and invoice amount.

should include a description of the services billed to the subrecipient. (A duplicate contract is 5. Contract Services – signed executed contract, copies of invoices for services, invoices not needed for each fiscal report).

Expenditures will not be approved when expenditure supporting documents are not submitted with a fiscal report.

ACCEPTED ON BEHALF OF THE SUBGRANTEE:

(Name)

(Date) (Title)

> CC: MasterFile rl/3/15/2023

~

# Byrne JAG 2021 AWARD LETTERS ADDENDUM

Federal award date: September 22, 2021

Total federal amount awarded - \$3,384,901

Total federal amount obligated - \$2.612.466

Approved federal and match budget is available for review within LCLL. grants management system.

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These federal funds are not used for Research and Development.

Louisiana Commission on Law Enforcement Post Office Box 3133, Baton Rouge, LA 70821-3133

COMMISSION ON LAW	IENT
	ENFORCEMENT

**ICLEE USE ONLY** 

ENFORCEMENT					
Applicant Hereby Applie	Amlicant Hereby Amlies to the LCL F for Financial	Receipt Date	Award Date	Subgrant Number(s)	
Support for the Within-Described Project:	Described Project:	10/31/2022	3/15/2023	2021-DJ-01 7234	
1. Type of Funds for	Edward Byrne Justice Assistance Grant Program (Federal 16.738 BJAG)	ce Grant Program (Fe	deral 16.738 BJAG		
which you are applying	-	6			
2. Applicant	Name Of Applicant: Terrebonne Parish Consolidated Government - Houma Police Department	une Parish Consolidate	ed Government - Ho	uma Police Department	
	Federal I.D: 726001390		Pa	Parish: Terrebonne	
	Street Address Line 1: 8026 Main Street	Main Street			
	Address Line 2:		PQ V	Address Line 3: PO Box 2768	
	City: Houma		St	State: LA	Zip: 70360-2768
3. Recipient Agency	Terrebonne Parish Consolidated Government - Houma Police Department	d Government - Hour	na Police Departmen	Ţ	
4. Project Director	Name: Captain Bobbie O'Bryan	5	Ti Ag	Title: Administrator Agency: Terrebonne Parish Cons	Title: Administrator Agency: Terrebonne Parish Consolidated Government - Houma
	Street Address Line 1: 500 Honduras Street	Ionduras Street			
	Address Line 2:		Ad	Address Line 3: PO Box 2768	
	City: Houma		St	State: LA	Zip: 70360-2788
	<b>Phone:</b> 985-873-6308	Fax: 985-872-4670		Email: bobryan@tpcg.org	
5. Financial Officer	Name: Mrs. Sarah C LeCompte	te	Ti Ag	Title: Agency:	
	Street Address Line 1: P.O. Box 2768	3ox 2768			
	<b>Address Line 2:</b>		Ad	Address Line 3:	
	City: Houma		St	State: LA	<b>Zip:</b> 70360
	<b>Phone:</b> 985-873-6446 x1326	Fax:	En	Email: slecompte@tpcg.org	
6. Contact	Name: Captain Bobbie O'Bryan	Ę	Tit	Title: Administrator Agency: Terrebonne Parish Cons	Title: Administrator Agency: Terrebonne Parish Consolidated Government - Houma
	Street Address Line 1: 500 Honduras Street	Ionduras Street			
	Address Line 2:		PY	Address Line 3: PO Box 2768	
	City: Houma		Sta	State: LA	<b>Zip:</b> 70360-2788
	<b>Phone:</b> 985-873-6308	Fax: 985-872-4670		Email: bobryan@tpcg.org	
7. Brief Summary of	Short Title (May not exceed 50 characters)	0 characters)			
Project	Multi-Jurisdictional Task Force				
(Do Not Exceed Space	"Smart Suite" Task Force is a cri	ime-fighting program,	which includes Sma	rt Policing and Smart Supervisi	Smart Suite" Task Force is a crime-fighting program, which includes Smart Policing and Smart Supervision, which will strive to be effective
Provided)	by reducing gun complaints and the recidivism with keeping a drug using defendant in treatment program and deter from the current	the recidivism with ke	eping a drug using c	lefendant in treatment program	and deter from the current
	revolving justices door systems				
8. Subgrant Budget 7	TOTAL BUDGET BY CATEGORY	ORY	9. TOTAI	9. TOTAL BUDGET BY FUND SOURCE	<b>CE</b>
RIDCET CATECORV	2	AMOINT	ETIND SOLIDE	a) all	AMOINT PEPCENT

BUDGET CATEGORY	AMOUNT
PERSONNEL	18,012.00
EMPLOYEE BENEFITS	00.00
TRAVEL (INCLUDING TRAINING)	00.0
EQUIPMENT	0.00
SUPPLIES & OPERATING EXPENSES	0.00
CONSULTANTS	00.0
CONSTRUCTION	0.00
OTHER	0.00
TOTAL	18,012.00

FUND SOURCE	AMOUNT	PERCENT
FEDERAL	18,012.00	100%
STATE STATE STATE	00.00	
PROJECT INCOME	00:00	
INTEREST	00.00	
STATEMATCH	00:00	
CASH MATCH (NEW APPROP.)	00'0	
IN-KIND MATCH	00.0	
PROJECT INCOME MATCH	00.0	
TOTAL	18,012.00	100%

10. Project Start Date: 7/1/2023 Project End Date: 6/30/2024

LCLE-200 (08/08)

7234	
<b>IBGRANT</b> :	
5	

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and ensealed by its proper officials, pursuant to legal action authorizing the same to be done.

DATE

Terrebonne Parish Consolidated Government - Houma Police Department NAME OF APPLICANT AGENCY

SIGNATURE OF AUTHORIZED OFFICIAL

TITLE OF AUTHORIZED OFFICIAL

(SEAL)

NOTE: The original copy must be signed in ink. Titles of all signatories must be inserted.

In response to this application, LCLE funds are hereby obligated for the project described by the subgrantee in the referenced application, subject to applicant acceptance. LCLE USE ONLY

EXECUTIVE DIRECTOR

DATE

Louisiana Commission on Law Enforcement

# **12. BUDGET DETAILS**

A. AGENCY BUDGETS

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Terrebonne Parish Consolidated	18,012.00	18,012.00
Government - Houma Police		
Department		
Total:	18,012.00	18,012.00

Recipient Agency: Terrebonne Parish Consolidated Government - Houma Police Department

18,012.00	18,012.00	Total:
0.00	00.00	OTHER
0.00	0:00	CONSTRUCTION
0.00	0.00	CONSULTANTS
		EXPENSES
0.00	00.0	SUPPLIES & OPERATING
0.00	0.00	EQUIPMENT
0.00	00.00	TRAVEL (INCLUDING TRAINING)
0.00	0.00	EMPLOYEE BENEFITS
18,012.00	18,012.00	PERSONNEL
TOTAL	YEAR 1	BY CATEGORY

Applicant Agency: Terrebonne Parish Consolidated Government - Houma Police Department

FEDERAL     18,012.00       STATE     0.00       PROJECT INCOME     0.00       INTEREST     0.00       STATE MATCH     0.00       CASH MATCH     0.00       IN-KIND MATCH     0.00	YEAR 1 TOTAL
CT INCOME EST MATCH MATCH (NEW APPROP.) D'MATCH	2.00 18,012.00
W APPROP.)	00 0
ICH CH (NEW APPROP.) ATCH	0.00
	0000 0000
	0.00
いたいに、 「「「「「」」」、「「」」、「「」」、「」、「」、「」、「」、「」、「」、「」、	00.00
	0.00
PROJECT INCOME MATCH	000
Total: 18,012.00	2.00 18,012.00

SUBGRANT: 7234

# **12. BUDGET DETAILS**

# A. AGENCY BUDGETS

Line Item Details for: Terrebonne Parish Consolidated Government - Houma Police Department YEAR 1

	COST		7,013.00			10,999.00		18,012.00
	vision objectives and goals	Hourdy Pay Rate	x 55.27	% Budgeted Hours: 100		Hourly Pay Rate x 55.27	% Budgeted Hours: 100	Personnel - Year 1 Total:
PERSONNEL	d SMART super	# Wooke	# ******			# Weeks x 52		
PBRS	Justification: HPD officers and APSO deputies will work SMART policing and SMART supervision objectives and goals	Deputies Pool of 4 deputies # D-docted House / Wool	# Duugereu Itours/ Ween	Standard working hours per week: 2.440 hrs.	Police Officers Pool of 4 officers	# Budgeted Hours / Week 3.827	Standard working hours per week: 3.827 hrs.	
	Justification:	Position: Name:			Position: Name:			

YEAR 1 TOTAL: 18,012.00

# 13. SECTIONS:

# A. LCLE Budget Summary With Cash Match

Itemize the Budget Category expenditures. (Verify that the Total Amount equals the Calculated Paid Amount and these totals must equal the Budget Section totals.)

	pudger caregory				
1 7	Personnel	18,012	18,012	0	18,012
١W		18,012	18,012		18,012

FD171GG

216-217-8349-01 ACCT:

LCLE

& COPS GRANT TASK FORCE

OTHER FEES

VARIANCE	0		23,303-	1	0	0	0	5,000	CF05 = DSP INV JE	CF08 = PRT DETAIL
ENCUMBERED	0		N/A	N/A	N/A	N/A	N/A	N/A	DSP DETAIL	DSP ENCUMBRANCE
ACTUAL	5,000.00		33,969.00	63,470.00	9,000.00	10,000.00	.00	5,451.00	CF04 =	INPUT SCR CF06 =
BUDGET	5,000		10,666	63,471	9,000	10,000	0	10,451	INUE	CF02 = I
	0PEN: 2023	CLOSED:	2017	2018	2019	2020	2021	2022	ENTER = CONTINUE	CF01 = EXIT

SectionI

## **Felicia Aubert**

Recorded IGA for Bayou Walk Funding.pdf Thursday, August 3, 2023 1:06 PM Kayla Dupre; Felicia Aubert **Budget Amendment** Kandace Mauldin Attachments: Subject: From: Sent: ö

We need to do a budget amendment for the attached IGA. It is recognizing the \$60,000 in revenue from the Houma Restoration District (Acct #659-000-6375-20) and adding \$60,000 to the Boardwalk project (659-652-8913-08).

**Terrebonne Parish Consolidated Government** Kandace M. Mauldin, CPA Chief Financial Officer Houma, LA 70361 Office: 985-873-6459 FAX: 985-873-6457 P. O. Box 2768 Thanks





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**Saltwater Fishing Capital of the World** 

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Terrebonne Paris	Terrebonne Parish Recording Page
Theresa A. Robichaux Clerk Of Court P.O. Box 1569 Houma, LA 70361-1560 (985) 868-5660	Theresa A. Robichaux Clerk Of Court P.O. Box 1569 Houma, LA 70361-1569 (985) 868-5660
Received From : Law Office of Michelle Neil LLC 7905 Park Avenue Houma, La 70364	
FIRST VENDOR TERREBONNE PARISH CONSOL GOVERNMENT	
First VENDEE HOUMA RESTORATION DIST	
Index Type : CONVEYANCES	 File # : 1575760
Type of Document : AGREEMENT Recording Pages : 6	Book: 2715 Page: 203
Recorded Information	sformation
I hereby carrify that the attached document was filed for registry and recorded in the clerk of Courts office for officer of the corded in the clerk of Courts office for officer officer of the corded in the clerk of Courts office for officer officer of the corded in the clerk of Courts office for officer offic	And recorded in the Clerk of Courts office for Clerk of Courts office for Derivation A Court Clerk of Courts office for Clerk of Courts of Clerk of Clerk of Courts of Clerk of Courts of Clerk of Courts of Clerk of Courts of Clerk of Clerk of Clerk of Clerk of Clerk of Clerk of Clerk of Clerk of Cl
Return To: LAW OFFICE OF MICHELLE NEIL LLC 7905 PARK AVENUE HOUMA, LA 70364	

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### INTERGOVERNMENTAL AGREEMENT BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND HOUMA RESTORATION DISTRICT

# **BAYOU BOARDWALK FUNDING AGREEMENT**

# This INTERGOVERNMENTAL AGREEMENT is made and entered into between:

**Terrebonne Parish Consolidated Government** (hereinafter "TPCG"), a political subdivision of the state of Louisiana, whose mailing address is PO Box 2768, Houma, LA 70361, represented herein by its Parish President, Gordon E. Dove, by virtue of his authority under Terrebonne Parish Council Resolution No. or his duly authorized designee, Michael C. Toups, Parish Manager, by virtue of that certain Act of Designation filed for record in Terrebonne Parish Conveyance Entry No. 1627089; and 35

Houma Restoration District, a political subdivision of the State of Louisiana, whose mailing address for purposes herein is 8026 Main Street, Suite 700, Houma LA 70360, represented herein by it duly authorized President, by virtue of Article I, Section 2(F) of the By Laws of the Houma Restoration District and by motion adopted by the Board of Commissioners of the District at its meeting held on  $\overline{July} \int_{1}^{2} \sqrt{2^{3/2}}$  (hereinafter referred to as the "District"), a certified copy of the minutes of that meeting being attached hereto and incorporated herein;

who did agree as follows:

## WITNESSETH:

parish or political subdivision of the state may make agreements between or among themselves to engage jointly in the acquisition or improvement of any public project or improvement provided that at least one of the participants to the agreement is authorized under a provision of law to WHEREAS, LA R.S. 33:1324, also known as the Local Services Act, provides that any perform such activity for completion of the undertaking; and

Session, codified as La. R.S. 33:4709.31, as may be amended, for the primary purposes of WHEREAS, the District was created by the Louisiana Act 352 of the 2022 Legislative providing for restoration and preservation of the character of the area within the jurisdiction of the District, providing opportunity for cultural events, and encouraging economic development within the jurisdiction of the District that is consistent with the District's plan.; and WHEREAS, TPCG is currently in Phase I of renovations on the Bayou Boardwalk in downtown Houma, Louisiana; and,

pavers and installing reinforced stamped concrete along the Bayou Terrebonne Boardwalk from WHEREAS, Phase II of the renovations to the Bayou Boardwalk consists of removing Roussell Street to Barrow Street (hereinafter, the "Project"); and WHEREAS, TPCG has requested funding from the District in the amount of \$60,000.00 for Phase II of renovations on the Bayou Boardwalk; and WHEREAS, the District has agreed to provide TPCG with the requested funding in the amount of \$60,000.00; and WHEREAS, the District's involvement in the project is strictly limited to providing funding; and THEREFORE, in consideration of the mutual covenants of both parties, and the facilitation of industry in Terrebonne Parish, the parties hereto agree as follows: MON

## I. PURPOSE

The Purpose of this Agreement is to set forth the manner in which the District shall provide funding to TPCG for Phase II of the renovation of the Bayou Boardwalk from Roussell Street to Barrow Street in Terrebonne Parish, Louisiana (hereinafter, the "Project").

# II. DISTRICT RESPONSIBILITIES

The District's sole responsibility herein shall be to provide \$60,000.00 of funding within 15 days of the execution of this agreement. 2.1.

to exercise this option, it shall be responsible in perpetuity for the maintenance, replacement, repair and/or removal of the marker and any repairs and maintenance to the Bayou Terrebonne area of the Bayou Walk. The substance, design, and placement of the plaque or marker shall be subject to written approval by TPCG's Administration prior to placement. Should District choose District, at its sole option and expense, may commission a plaque or marker to affix to an Boardwalk in the area where the plaque or marker is affixed. 2.2

# III. TPCG RESPONSIBILITIES

- TPCG shall:
- the be responsible for engaging, overseeing, and making direct payments to contractor for the work. 3.1.1.
- cause the contractor for the Project to begin work within 30 days of the execution of this Agreement. 3.1.2.
- reimburse the District for any funds not used in accordance with this agreement. 3.1.3.
- ensure that its contractor for the Project adds the District as an additional insured on its policies of insurance for the Project, and TPCG shall provide proof of same to District prior to contractor's commencement of work on the Project. 3.1.4.
- provide periodic reports on the progress of the Project's construction including but not limited to notices to proceed, contractor's reports, work orders, and any notice of substantial completion. 3.1.5.
- require contractor to substantially complete the Project (Phase II), within one year of the execution of this agreement. 3.1.6.
- recognize the District's contribution to the Project in any public information announcements TPCG may make available to the public regarding the Project, whether in print, online, on television, or in radio. 3.1.7.

# IV. INSURANCE REQUIREMENTS

against claims for injuries to persons or damages to property which may arise from or in connection with performance of the terms of this agreement by TPCG, its agents, representatives, and Insurance. TPCG shall procure and maintain, for the duration of this agreement, insurance employees. 4.1.

4.1.1. Minimum Limits of Insurance:

4.1.1.1. Reserved.

4.1.1.2. Commercial General Liability Insurance with a combined single limit of \$1,000,000.00 per occurrence and \$2,000,000 general aggregate for bodily injury contractual liability, personal injury, and without written prior approval of the District, the Commercial General Liability coverages shall not exclude any standardized coverage included in the basic form or limit the reporting of any claim, suit and the subsequent defense and indemnity that would normally be provided by and property damage. This insurance shall include products/completed operations, the policy. **4.1.1.3.** Business Automobile Liability Insurance with a combined single limit of \$1,000,000.00 per occurrence for bodily injury and property damage, unless otherwise indicated. This insurance shall include for bodily injury and property damage the following coverages:

Any automobiles;	<b>Owned automobiles;</b>	Hired automobiles;
4.1.1.3.1.	1.1.3.2.	1.1.3.3

Non-owned automobiles.

4.1.1.3.4.

limits as required by the Labor Code of the State of Louisiana and Employers 4.1.1.4. Workers Compensation and Employer Liability: Workers' Compensation Liability Coverage.

# INDEMNIFICATION

>

its departments, agencies, councils, boards and commissions, their officers, agents, servants and employees, including volunteers, from and against any and all claims, lawsuits and demands for damages under any theory of liability as allowed by law, whether contractual, tortuous, or implied, arising from this agreement, whether for breach of contract, injury or death to any person, or for the liability of TPCG, its subcontractors, agents, servants, officers and/or employees, related to the performance or nonperformance of the Contract herein entered into. Including, and as a result of any such claims, lawsuits and demands, TPCG agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands or suits related thereto, at its sole expense, even if such damage, loss or destruction of any property, including loss of use, which may occur or in any way grow out of any breach, act or ornission, whether intentional or unintentional, and any negligence, or TPCG agrees to defend, indemnify, save, and hold harmless the Houma Restoration District, claim, demand or suit is groundless, false or fraudulent. 5.1.

Nothing in this Agreement shall be construed as a waiver of any defenses or immunities provided to any party hereto by any Federal or Louisiana law or statute. 5.2.

The obligations under this Section shall survive termination or expiration of this Agreement. 5.3.

# ADDITIONAL TERMS AND CONDITIONS 5

Amendment. This Agreement may be modified or amended at any time by mutual consent of the parties, provided that, before any modification or amendment shall be operative and valid, it shall be reduced to writing and signed by both parties. 6.1.

hereto for any delays or failure to perform caused by any circumstances reasonably beyond the immediate control of the party prevented from performing, including, but not limited to, acts of Force Majeure. Neither party to this Agreement shall be responsible to the other party God. 6.2.

Choice of Law. This agreement shall be governed by Louisiana law and the provisions of this agreement shall be enforced and brought in the Thirty-Second Judicial District Court, Terrebonne Parish, Louisiana. 63.

6.4. Legal Construction. In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof and this agreement shall

be considered as if such invalid, illegal, or unenforceable provision had never been contained in this agreement. No Waiver. The failure of either party to enforce any of the terms of this Agreement or to provide any of the supporting documentation in any particular instance shall not constitute a waiver of, or preclude the subsequent enforcement of, any or all of the terms or conditions of this Agreement. 6.5.

to in this Agreement, contains the entire agreement between the parties and supersedes any and all agreements or contracts previously entered into between the parties regarding funding of renovations to the Bayou Boardwalk. No representations were made or relied upon by any party, other than those that are expressly set forth. The recitation and preambles of this agreement are Entire Agreement. This Agreement, including any attachments that are expressly referred hereby made a part of the terms and conditions of this agreement. 6.6.

6.7. Captions. The captions to the various clauses of this agreement are for informational purposes only and shall not alter the substance of the terms and conditions of this agreement.

### SIGNATURES VIII.

The undersigned representatives warrant and represent that they are the administrators of the entities described hereinabove and that they have the full power and authority to execute this agreement on behalf of the respective parties appearing herein.

Terrebonne Parish Consolidated Government 8.1. their names with the said Appearers and me, Notary, after reading of the whole.

WITNESSES:

MNN 1818/NN t CYY

CONSOLIDATED GOVERNMENT TERREBONNE PARISH

MARKAOM W HAD Claye St Appman

D

BY: GORDON E. DOVE, Parish President Or: MICHAEL C. TOUPS, Rarish Manager

MICHEARY L. NEIL ATTORNEY/NOTARY State of Louisiana 261B

Houma Restoration District 8.2.

day

of  $\frac{\sqrt{kt}(k_{f_{1}})}{\sqrt{kt}}$  2023, in the presence of the undersigned competent witnesses, who hereunto sign their names with the said Appearers and me, Notary, after reading of the whole. 18 THUS DONE AND PASSED, M. GROMMas, Peressing Parish, Louisiana, on the

et herm WITNESSES. X

Carli M. WOVSham

ITS: PRESIDENT

My Commission is issued for life

32616

MICHELLE L. NEIL ATTORNEY/NOTARY State of Louisiana

NOTA

**BY: NOÁH LIRETTE** 

Inc/om

HOUMA RESTORATION DISTRICT

# EXCERPT OF MINUTES OF A MEETING OF THE HOUMA RESTORATION DISTRICT HOUMA, LOUISIANA HELD ON JULY 5, 2023

The Board of Commissioners of the Houma Restoration District (the "Board") met in regular session at the Terrebonne Parish Consolidated Government Towers, 8026 Main Street. Houma, LA at 11:00 a.m. The Chairman presided, and the following members of the Board were present: Noah Lirette, Daniel Babin, Nicholas Hebert, Kevin Faulk, Kevin Champagne, Sondra Corbitt, and Bryan Bunn.

The following members of the Board were absent: Jason Underwood, Tom Hassell.

The Chairman declared that a quorum was present and called the meeting to order.

Thereupon. there was presented an agreement entitled:

# INTERGOVERNMENTAL AGREEMENT BETWEEN TERREBONNE PARISH CONSOLIDATED GOVERNMENT AND HOUMA RESTORATION DISTRICT -BAYOU BOARDWALK FUNDING AGREEMENT

The agreement was considered and discussed: and thereupon on motion of Mr. Bunn, seconded by Mr. Babin. the agreement was adopted by following vote:

-Yes: 0 No:

C1 Absent: Thereupon, the agreement having been adopted by a majority vote of the members of the Houma Restoration District and was directed to be signed by the Chairman and attested by the Secretary.

\*\*\*\*\*\*\*\*\*\*\*

(Other Proceedings)

On motion duly made, seconded and carried, the meeting thereupon adjourned.

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the Houma Restoration District. Houma, LA, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

Npr

xindua

ondra Corbitt, Secretary

CERTIFICATE

(SEAL)

OFFERED BY: MS. J. DOMANGUE SECONDED BY: MR. D. J. GUIDRY

# **RESOLUTION NO. 23-287**

A RESOLUTION AUTHORIZING THE PARISH PRESIDENT (OR ADMINISTRATION) TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH THE HOUMA RESTORATION DISTRUCT TO ACCEPT FUNDING FROM THE HOUMA RESTORATION DISTRUCT TOWARDS PHASE II OF THE BAYOU BOARDWALK REPAIRS. WHEREAS, LA R.S. 33:1324, also known as the Local Services Act, provides that improvement provided that at least one of the participants to the agreement is authorized any parish or political subdivision of the state may make agreements between or among under a provision of law to perform such activity for completion of the undertaking; and themselves to engage jointly in the acquisition or improvement of any public project or

Act 352 of the 2022 Legislative Session, codified as La. R.S. 33:4709.31, as may be amended, for the primary purposes of providing for restoration and preservation of the character of the WHEREAS, the Houma Restoration District ("District") was created by Louisiana encouraging economic development within the jurisdiction of the District that is consistent area within the jurisdiction of the District, providing opportunity for cultural events, and with the District's plan; and

WHEREAS, TPCG anticipates commencement of Phase II of renovations to its Bayou Boardwalk in downtown Houma, Louisiana; and,

removing pavers and installing reinforced stamped concrete along the Bayou Terrebonne WHEREAS, Phase II of the renovations to the Bayou Boardwalk consists of Boardwalk from Roussell Street to Barrow Street (hereinafter, the "Project"); and

WHEREAS, TPCG has requested funding from the District in the amount of \$60,000.00 for Phase II; and WHEREAS, the District has agreed to provide TPCG with the requested funding in the amount of \$60,000.00 in consideration of funding recognition and progress reports on Phase II renovations; and WHEREAS, a copy of the proposed intergovernmental agreement is attached to this Resolution and incorporated herein; and WHEREAS, the Council finds that this agreement will facilitate the joint mission of both parties to improve and restore the Bayou Boardwalk in downtown Houma; and

between the Terrebonne Parish Consolidated Government and the Houma Restoration District for the purposes set forth herein, with terms and conditions not materially different that those NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the Parish President (or his duly authorized designee) is hereby authorized to execute an Intergovernmental Agreement in the attached proposed agreement, subject to the legal department's approval.

# THERE WAS RECORDED:

YEAS: J. Amedée, J. Domangue, D. W. Guidry, Sr., D. Babin, D. J. Guidry, S. Trosclair, B. Pledger, C. Harding, and G. Michel. NOT VOTING: None. NAYS: None.

ABSTAINING: None. ABSENT: None. The Chairman declared the resolution adopted on this the 10<sup>th</sup> day of July 2023.

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I, TAMMY E. TRIGGS, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Assembled Council in Regular Session on July 12<sup>th</sup>, 2023, at which meeting a quorum was present. GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 13<u>TH</u> DAY OF <u>JULY 2023.</u>

TAMMY E. TRIGGS COUNCIL CLERK

#### TERREBONNE PARISH CONSOLIDATED GOVERNMENT 2024 - FIVE YEAR CAPITAL OUTLAY FUND 659 - CAPITAL PROJECTS CONTROL

659-652-8913-08 B BOARDWALK - CONSTRUCTION (Phase 3) PROJECT # 05-ECD-11 R:659-000-6342-01

TOTAL FUNDING	\$ 789,708
EXPENDITURES THRU 12/31/22	(647,123)
PROJECT BALANCE	\$ 142,585

DATE	REFERENCE	FUNDING SOURCE	PRIOR YEARS	2023	2024	2025	2026	2027	2028
Jul-13	8913-08 A	FD 151 GENERAL FUND (PHASE 1 & 2)	39,011						
Jul-13	ORD 8317	STATE FACILITY PLANNING (PH 3)	125,000						
Jul-13	ORD 8317	FD 151 GENERAL FUND	25,000						
Jan-14	ORD 8376	FD 151 GENERAL FUND	471,000						
Jan-14	ORD 8376	FROM 659-501-8913-18 FD 151 (PILOT)	16,315						
Feb-14	ORD 8398	STATE FACILITY PLANNING (PH 3)	200,000						
Jan-17	ORD 8796	TO 655-351-8929-26 FD 151	(225,691)						
Jan-17	ORD 8796	TO 661-310-8916-81 FD 151	(120,927)						
Jan-21	ORD 9295	ARP- FUND 201	200,000						
Sep-23	PENDING BA	HOUMA RESTOR DIST. 659-000-6375-20		60,000					
	LESS PRIOR YEARS EXPENDITURES		(647,123)						
		FUNDS AVAILABLE	\$ 82,585 \$	60,000	_\$	\$ -	\$ -	\$ -	\$-

ENGINEER/ARCHITECT: GSE ASSOCIATES, INC. CONTRACTOR: GRAY CONSTRUCTION DESCRIPTION: CONSTRUCTION OF A PEDESTRIAN BRIDGE FROM THE PARKING LOT ON PARK NEAR THE LE PETITE THEATER.

FD171GG

GENERAL LEDGER/BUDGET ACCOUNT INQUIRY JULY 31, 2023 - MONTH LAST CLOSED

ACCT: 659-652-8913-08 CAPITAL PROJECTS CONTRL ECONOMIC DEVEL. - OTHER DDC BOARDWALK PROJECT

VARIANCE		82,585		0	0	0	0	200,000	82,585	CF05 = DSP INV JE
ENCUMBERED		0		N/A	N/A	N/A	N/A	N/A	N/A	DSP DETAIL
ACTUAL		00.		00.	00.	00.	00.	.00	117,415.50	CF04 =
BUDGET		82,585		0	0	0	0	200,000	200,000	ONTINUE
	OPEN:	2023	CLOSED:	2017	2018	2019	2020	2021	2022	ENTER = CONTINUE

DETAIL

PRT

II

CF08

ENCUMBRANCE

= DSP

CE06

= INPUT SCR

CF02

= EXIT

CF01