

Recorder's Office Cover Sheet

Recording Requested By:

Name: Keri Scheetz

Department: Douglas County Sheriff's Office



00126896202109603160110110

KAREN ELLISON, RECORDER

Type of Document: (please select one)

- Agreement
- Contract
- Grant
- Change Order
- Easement
- Other

specify: _____

NO. 2021-0121/20/21

DATE

DOUGLAS COUNTY CLERK
MINDEN, NVSTATE OF NEVADA
DEPARTMENT OF PUBLIC SAFETYBY [Signature] DEPUTY**OFFICE OF CRIMINAL JUSTICE ASSISTANCE**JUSTICE ASSISTANCE GRANT (JAG)
CFDA# 16.738**Grant Award**

SUBRECIPIENT:	Douglas County Sheriff's Office	PROJECT NUMBER:	20-JAG-05
ADDRESS:	P.O. Box 218		
	Minden, NV 89423	FEDERAL GRANT FUNDS:	\$140,000.00
PROJECT TITLE:	Regional Gang Task Force	MATCHING FUNDS:	\$0.00
GRANT PERIOD	<i>Jan 1 - Dec 31, 2021</i>	TOTAL:	\$140,000.00

APPROVED BUDGET FOR PROJECT

CATEGORY	TOTAL PROJECT COSTS
Personnel	\$140,000.00
Consultant/Contractual Services	\$0.00
Travel/Training	\$0.00
Supplies/Operating	\$0.00
Equipment	\$0.00
Confidential Funds	\$0.00
Total	\$140,000.00

This award is subject to the requirements (General and Fiscal Conditions, including General Operating Policies) established by the Office of Criminal Justice Assistance, Nevada Department of Public Safety.

SPECIAL CONDITIONS: This project is subject to such conditions or limitations as set forth on the attached page(s).

AGENCY APPROVAL**SUB-GRANTEE ACCEPTANCE**Office of Criminal Justice Assistance
Victoria Hauan AdministratorDouglas County Sheriff's Office
Sheriff Dan CoverleyX Victoria Hauan 1-11-21X [Signature] 1-8-21

Signature of Approving Official

Date

Signature of Approving Official

Date

Office of Criminal Justice Assistance



Special Conditions

Complete and submit this form to the Office of Criminal Justice Assistance (OCJA) with the award package.

Award Information and Instructions

Award Information:

Sub-recipient Agency/Organization	Douglas County Sheriff's Department	
Project Title	Regional Gang unit	
Project/Award #	20-JAG-05	CFDA#: 16.738

Instructions:

In Table A - "Special Conditions" below, the Office of Criminal Justice Assistance's (OCJAs) Program Manager assigned to the award above marked the applicable Special Conditions. Please read carefully, sign and date the last page confirming awareness and compliance of the applicable Special Conditions and return this document to OCJA with the Award Package.

Table A – Special Conditions

Name	Applicable	
1. Audit Arrangements	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
2. Equipment Purchase 1122 Programs	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
3. Reimbursement of Grant Expenditures	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
4. Bullet Proof Vests Mandatory Wear Policy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5. Confidential Funds	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
6. Task Force Training Online	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
7. DHS & ICE Mandatory Policy & Questions	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
8. Employment eligibility verification for hiring under the award.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9. Other	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
10. Certification of Civil Rights Requirements & Designation of Civil Rights Liaison	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

NOTE: Pursuant to Executive Order 13513, 74 Fed. Reg. 51225, the Department of Public Safety and the Office of Criminal Justice Assistance encourage sub-recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

Note: Federal requirements prohibit OCJA from reimbursing sub-recipients with missing or incomplete documentation.

Office of Criminal Justice Assistance



1. Audit Arrangements

Sub-recipient Agency/Organization Address:	Douglas County		
City:	Minden	NV	Zip: 89423
Name of Financial Manager	Terri Willoughby, CFO	Phone:	775-782-6202
Email	twilloughby@douglasnv.us	Fax:	

Does the sub-recipient agency expect to spend an aggregate total of \$750,000 in federal funds in the current fiscal year? (sub-recipient agency refers to the entire County, city, state agency or tribe receiving the award)

NO - stop; continue to the next applicable Special Condition

YES - Complete the information below and continue with the next special condition –if none are applicable, sign and return this form in its entirety to OCJA. This form is part of the award package.

Name of Auditor/Firm:	Eide Bailly		
Address:	2151 River Plaza Drive, STE 308 Sacramento, CA	Zip:	95833-4133
Point of Contact	David Showalter, Partner	Phone:	916-570-1880
Email	dshowalter@eidebailly.com	Fax:	
Anticipated submission date of the audited financial statement to OCJA : FY 2019-20 CAFR is available on our website now. Single Audit is expected to be completed by 2/15/2021 due to delays in OMB guidance issuance.			

2. Equipment Purchases 1122 Program

OCJA requires sub-recipients awarded \$1,000 or more for equipment purchases to contact the State Coordinator for the 1122 General Services Administration Purchasing Program to determine the viability of acquiring approved equipment through the program. When purchasing through the 1122 program, retain the quote, or the letter from the State Coordinator authorizing the purchase outside the program in the award file for your records.

Regardless of the funding source, this program is open to state and local government agencies for purchases under \$1,000.

3. Reimbursement of Grant Expenditures

In compliance with state and federal mandates, OCJA cannot reimburse sub-recipients for financial claims with expenditures until after receiving the federal award and all federal special conditions have been met. State agencies must complete the State Legislative process approving the receipt of the award. *Late fees are not eligible for reimbursement with federal funds.* Please consider that regardless of a possible delay in reimbursement, the requirement to submit monthly program progress reports and quarterly BJA PMT reports does not change.

4. Bullet Proof Vest Mandatory Wear Policy

The sub-recipient certifies it has a current written "Mandatory Wear" Policy in effect for uniformed officers while on duty. The policy must be in place before any Justice Assistance Grant funding can be used for the purchase of ballistic-resistant and stab-resistant body armor. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty.



5. Confidential Funds

I certify that I read, understand and agree to abide by all the conditions for confidential funds, including the establishment of written procedures, as set forth in the effective edition of the Office of Justice Programs (OJP), "Financial Guide." Keep a copy of the written procedures in the award file for your records.

6. Task Force Training Online

Agencies receiving partial or full funding for Task Force(s) activities from the Justice Assistance Grant, agree that within 120 days of award acceptance, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete this training once during the life of this award, or once every four years if multiple awards include this requirement. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership (ww.ctfli.org). This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. When BJA funding supports a task force, a task force personnel roster should be compiled and maintained, along with course completion certificates.

7. DHS & ICE Mandatory Policy & Questions

The sub-recipient certifies it has a current written mandatory policy addressing whether, when or how employees may communicate with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE). The policy must be in place before any Justice Assistance funds can be released to the sub-recipient. In addition, sub-recipients must respond to the following:

- (1) Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with DHS or ICE? YES NO
- (2) Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description in question 1? YES NO
- (3) If yes to either: Please provide a copy of each law or policy; please describe each practice
** See attached DCSO Policy 10.116 **

8. Employment eligibility verification for hiring under the award.

All subrecipients must 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 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) and (2).

B. Notify all persons associated with the 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) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), 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 and trainings.

9. Other

Office of Criminal Justice Assistance



10. Certification of Civil Rights Requirements & Designation of Civil Rights Liaison

As Project Director for the above stated grant award, I agree:

1. To submit the contact information (name, telephone, e-mail address) for the Civil Rights Liaison (Liaison) appointed by the agency/organization.
2. That the Liaison will coordinate the agency's/organization's compliance with the Federal Office of Justice Program's civil rights requirements.
3. That the Liaison will comply with the federal Office of Civil Rights training requirements found on the website <http://ojp.gov/about/ocr/assistance.htm>;
4. That within 30 days of receiving OCJA's award package, the Liaison will complete the certification form certifying that s/he completed the required training.
5. That the subrecipient agency/organization is aware OCJA will monitor compliance with civil rights requirements.
6. The Project Director is the person that:
 - Does what it takes to carry out the terms of the Grant Award
 - Maintains agreed upon work schedules
 - Keeps costs within approved amounts and maintains source documents
 - Submits required reports and may submit reimbursement claims to DPS-OCJA throughout the grant year
 - All correspondence from OCJA pertaining to your project will be sent to the Project Director's attention.

NOTE: OCJA will not process fiscal reimbursements for claims related to awards without the Liaison's completed certification and/or contact information.

Contact Information for Designated Liaison:

Name	Connie Richardson
Title	Domestic Violence Intervention Coordinator
E-mail	Crichardson@douglasnv.us
Phone	775-782-9937
Address	1038 Buckeye Rd, Minden, NV 89423

I certify I read, understand and agree to the applicable special conditions as outlined in Page 1, Table A of this document and the Program Assurances. I agree to the above stated Civil Rights Requirements and Designation of Civil Rights Liaison.

Keri Scheetz Management Analyst
 Project Director Name Title
 Signature: Date: 1/8/21

Ronald Elges Undersheriff
 Agency Authorized Official-Name Title
 Signature: #327 Date: 1/8/21

The Authorizing Official is the person in your agency ultimately responsible for all fiscal and operational aspects, including this project.





Civil Rights Liaison Certification & Training

Complete and return this form **within 30 days** of receiving OCJA'S grant award package when one or more of the four items below apply.

1. This is the first time the agency/organization is a subrecipient of funds from OCJA.
2. A change occurred in the agency/organization's Civil Rights Liaison
3. OCJA notified the agency/organization of significant changes in the law or the Office of Civil Rights training

As the Civil Rights Liaison for the above Agency/Organization, I certify that:

1. the Agency/Organization is aware that, in accordance with federal law, OCJA will audit and monitor compliance with federal civil rights requirements.
2. I read the information located on the federal Office of Civil Rights webpage, http://ojp.gov/about/ocr/sample_documentation.htm regarding the Sample Civil Rights Compliance Checklist;
3. **by checking the list of training segments below**, I viewed the required and applicable civil rights training segments completing the self-tests found on the federal Office of Civil Rights webpage <http://ojp.gov/about/ocr/assistance.htm>.
4. OCJA's Administrator requests the completion of the training.

Required Training Segments for ALL Subrecipients

Viewing the following three training segments and completion of the respective self-tests is a requirement for all agencies receiving grant funds from OCJA.

- Overview of the Office for Civil Rights and Laws Enforced and self-test.
- Obligations of Recipients of DOJ Funding to Provide Services to Limited English Proficient Person and Self-test.
- Standard Assurances and How the Office for Civil Rights Enforce Civil Rights Laws and Self-test.

Additional required segments and Self-test for FAITH-BASED Subrecipients:

- Civil Rights Laws that Affect Funded Faith-Based Organizations.

Additional required segments and Self-test for TRIBAL Subrecipients:

- Civil rights Protections for American Indians in Programs funded by DOJ and Obligations of Funded Indian Tribes.

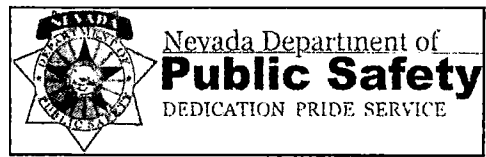


Liaison Signature: Corrie Richardson

Date: 1/7/2020

Subrecipient Agency/Organization	Douglas County Sheriff's Office	
Project Title	Regional Gang Task Force	
Project/Award #	20-JAG-05	

Office of Criminal Justice Assistance



Program Assurances

The applicant hereby assures compliance with the following conditions as part of the Notice of Grant Award:

- 1. A Monthly Progress report shall be submitted to the Office of Criminal Justice Assistance (OCJA) on the approved form on the 25th of each month during the grant period. Reimbursements for Financial Claims may be delayed if progress reports are not up to date. Forms will be supplied by your program manager and will be available at http://www.ocj.nv.gov The Bureau of Justice Assistance requires an electronic report for the Performance Measurement Tools (PMT) due Quarterly on the 20th day following the close of each quarter.
2. The final program report must be submitted to OCJA no later than 45 days following the end of the grant period. Late reports, unless approved by OCJA, will result in non-payment of final claim.
3. Written approval must be obtained from OCJA for a change in the scope of work and/or goals and objectives, including changes to travel plans. The approval must be acquired prior to any purchases and/or adjustments to the grant; a Project Change Form must be completed and submitted to OJCA for consideration. The Project Change Form is available on the OCJA web page.
4. OCJA retains the right to terminate this grant, for cause, at any time before completion of the grant period when determined the grantee failed to comply with the conditions of the grant award.
5. Any publication, invention, patent, photograph, negative, book, drawing, record, document, or other material prepared by the grantee/sub-grantee in the performance of its obligations under this grant must identify the funding source. Contact at OCJA for approved wording.
6. To the extent limited in accordance with NRS 41.0305 to NRS 41.039, if applicable, sub-grantee agrees to indemnify, save and hold the state, its agents and employees harmless from any and all liability, claims, actions, damages, losses, and expenses, including without limitation, reasonable attorneys' fees and costs, arising out of any alleged negligent or willful acts or omissions of this agreement by sub-grantee, its agents or employees.
7. The grantee/sub-grantee acknowledges and agrees to notify OCJA of the disposition of property or equipment purchased with grant funds within 60 days of disposition or loss.

Keri Scheetz Management Analyst
Project Director Name Title

Signature: Keri Scheetz Date: 1/8/21

Ronald Elges Undersheriff
Agency Authorized Official Name Title

Signature: [Signature] #327 Date: 1/8/21

This document must be signed by the Project Director and the Agency Authorized Official.





Financial Assurances

The sub-recipient hereby assures compliance with the following conditions as part of the Notice of Grant Award:

- 1. A Financial claim shall be submitted to the Office of Criminal Justice Assistance (OCJA) when there are expenditures no later than 30 days following the end of the month. Financial claims must be submitted on the approved form available on the OCJA web site http://ocj.nv.gov .
2. When submitting a financial claim, the sub-recipient understands that the claim will not be paid if it reflects activities or expenses made prior to the project period start date.
3. Reimbursements for Financial Claims may be delayed if progress reports are not up to date.
4. Grantee/Subrecipient understands that written pre-approval must be obtained from OCJA to make any budget modifications that transfer funds between budget categories. Modification requests will be considered on a case-by-case basis and must be made prior to the last 60 days of the grant period on the Project Change Request form available on the OCJA web page. Expenditure of funds for items not previously authorized may be considered on a case by case basis.
5. Any programmatic changes that impact the budget or scope of work require pre-approval and submittal of a project change request form.
6. The final financial claim form must be submitted to OCJA no later than 45 days following the end of the grant period. Late reports, unless approved by OCJA, will result in non-payment of the final claim.
7. Grant revenue and expenditure records must be maintained and made available to OCJA for monitoring and audit purposes.
8. OCJA retains the right to terminate this grant for cause at any time before completion of the grant period when it has determined the grantee/sub-recipient has failed to comply with the conditions of the grant award.
9. Financial management must comply with the requirements of 2 CFR Part 200 Subparts A through F and all appendices, incorporated into this agreement by reference.
10. All grant expenditures are to be reasonable and allowable in accordance with 2 CFR Part 200 Subparts A through F and all appendices incorporated into this agreement by reference.
11. Grantee/sub-recipient shall comply with the audit requirements of the Single Audit Act Amendment of 1986 and 2 CFR Part 200 Subparts A through F and all appendices, incorporated into this agreement by reference to include the required submission of the most recent annual independent audit.
12. Upon OCJA request, required documentation for the performance of internal audits must be provided within 30 days. Grant closeout is contingent upon OCJA audit and resolution of any discrepancies.

Name: Terri A. Willoughby Title: Chief Financial Officer

Signature: [Handwritten Signature] Date: 01/08/2021

This document must be signed by the Chief Financial Officer or Fiscal Manager for the organization.

Links to all OMB circulars referenced above are available on the OCJA web page at http://www.ocj.nv.gov – under Federal Resources / OMB Circulars

Item # 7 page 3
Special Conditions

Date Issued	Revision Date/ Initialed	Revision Date/ Initialed	Revision Date/ Initialed
01/28/2019			

10.116 Notification to United States Immigration and Customs Enforcement (ICE) of Foreign Born Subjects in Custody of the Douglas County Sheriff's Office; Processing of ICE Detainers.

PURPOSE:

To provide Members guidance on notification procedures to United States Immigration and Customs Enforcement (ICE) when a foreign-born subject is arrested and confined in the Douglas County Jail, and processing of ICE Detainers.

POLICY:

Pursuant to federal law (see, 18 U.S.C. § 1373), it is the policy of the Douglas County Sheriff's Office to contact ICE when a foreign-born subject is arrested and confined in the Douglas County Jail, and to comply with ICE detainers consistent with the procedure outlined herein.

PROCEDURE:

- A. The Office of Enforcement and Removal Operations, (ERO), is managed by ICE and has authority over the Criminal Alien Program. The Criminal Alien Program involves the identification and interview of incarcerated foreign-born inmates to determine their citizenship and if they are removable from the United States.
- B. It is the intent of the Douglas County Sheriff's Office to cooperate with ICE and the ERO in the enforcement of federal immigration laws.
- C. When a foreign-born subject has been arrested and booked into the Douglas County Jail, the booking deputy shall call the ERO office at (775) 745-5705 as soon as practicable and speak with the on-duty ERO Agent about the detained subject in custody.
- D. The ERO Agent will determine whether the subject is removable from the United States, and whether to place an ICE detainer on the subject.
- E. If an ICE detainer has been placed on the subject by the ERO, as soon as practicable a Deputy shall notify the ERO when the subject is scheduled to be released by Douglas County. Typically this will be done by the Court Services Deputy, however, any Deputy may complete this task. The Deputy shall then complete any necessary tasks and paperwork to process the ICE detainer. Upon the completion of the detainer the Jail Deputy shall immediately fax the completed detainer paperwork to

ICE at (775) 782-3035. The (ERO) will then have no more than 48 hours after the scheduled release date to take custody of the subject. All reasonable attempts shall be made by the jail staff to ensure the ERO knows of the subject's release date, and of the expiration time and date of the 48 hour period.

- F. If the ERO has not taken custody of the subject before expiration of the 48 hour period, the subject shall be released.

Daniel Coveley, Sheriff
Daniel J. Coveley

Douglas County

State of Nevada

CERTIFIED COPY

I certify that the document to which this certificate is attached is a full and correct copy of the original record on file in the Clerk-Treasurer's Office on this

20th day of January, 2021

By *Janys Baldo* Deputy