



**SUBRECIPIENT AGREEMENT BETWEEN BROWARD COUNTY AND THE CITY OF \_\_\_\_\_ FOR  
Edward Byrne Memorial Justice Assistance Grant Program**

This is a Subrecipient Agreement ("Agreement"), made and entered into by and between Broward County, a political subdivision of the State of Florida ("County") and the City of \_\_\_\_\_, a municipal corporation organized and existing under the laws of the State of Florida, ("Subrecipient"), (collectively referred to as the "Parties").

- A. The U.S. Department of Justice ("DOJ") has identified Broward County as a "disparate" County; and
- B. The County is a recipient of federal Edward Byrne Memorial Justice Assistance Grant ("JAG") funds. As a non-federal pass-through entity for this program, the County subawards JAG funds to eligible units of government. All subawards made by the County to eligible units of government under this program require compliance with this Agreement upon signed acceptance of the subaward; and
- C. The Subrecipient has been identified as eligible jurisdictions able to collectively implement the objectives and goals of the JAG program, CFDA Number \_\_\_\_\_; and
- D. This Agreement must be consistent with the requirements outlined in 2 CFR 200.331, the Federal Uniform Administrative requirements, Cost Principles, and Audit Requirements for Federal Awards found in Title 2 Grants and Agreements, Part 200. NOW THEREFORE,

IN CONSIDERATION of the mutual terms, conditions, promises, covenants, and payments hereinafter set forth, the Parties agree as follows:

**SECTION I: PURPOSE**

This Agreement establishes the relationship between the Parties for participation in the FY 201\_\_ Edward Byrne Memorial Justice Assistance Grant (JAG) Local Solicitation Grant Program (Award Number \_\_\_\_\_). The Federal Award Identification Number is \_\_\_\_\_ and the Federal Award Date to the County was \_\_\_\_\_. Pursuant to the Federal Funding Accountability and transparency Act (FFATA) the Federal award project description for the Subrecipient is individually summarized in Exhibit A attached hereto and incorporated by reference.

Upon acceptance of the subaward, the terms and conditions outlined herein will become binding. As units of government, the Subrecipient will maintain required state and federal registrations and certifications for eligibility under this program. The Subrecipient must submit required programmatic and financial reports documenting that eligible activities were completed in accordance with the grant and program requirements.

## **SECTION II: AWARD**

The Subrecipient's grant award is as follows:

<b>Jurisdiction Name</b>	<b>Formula-Based Award (Total Amount of Federal Funds Obligated Prior to Indirect Cost Allocation)</b>	<b>Less 7.23 % Indirect Cost Allocation (Total Amount of Federal Funds Obligated)*</b>
City of	\$ .00	\$
	<b>\$ .00</b>	<b>Award Less Amount of Indirect Cost</b> <b>\$</b>

The County will only reimburse Subrecipients for authorized activities. The County will not reimburse for costs incurred for any purpose other than those specified in this Agreement. Failure to comply with provisions of this Agreement, including failure to perform grant activities as specified in this Agreement, will result in required corrective action up to and including financial consequences. A financial consequence may be imposed for non-compliance in accordance with 2 C.F.R. § 200 and this Agreement, including but not limited to project costs being disallowed, withholding of federal funds and/or termination of the project

Grant funds must not to be used for research and development. No Party may use the funds allocated to them under this Agreement for prohibited expenditures found in 34 U.S.C. § 10152(d), 42 U.S.C. § 3751, or other prohibited expenditures as identified within the grant.

## **SECTION III: METHOD OF BILLING AND PAYMENT**

Subrecipient may submit invoices for compensation no more often than on a monthly basis, but only after the activities for which the invoices are submitted has been completed. An original invoice plus one copy are due within fifteen (15) days of the end of the month except the final invoice which must be received no later than sixty (60) days after expiration or earlier termination of this Agreement. Invoices must designate the nature of the activities completed and, as applicable, the personnel, hours, tasks, or other detail as requested by the County.

Invoices shall be submitted invoice to:

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#### **SECTION IV: TERM**

The term of this Agreement and the subaward period of performance shall begin \_\_\_\_\_ and shall end on \_\_\_\_\_. The continuation of this Agreement beyond the end of any County fiscal year is subject to the appropriation and availability of necessary funding from the JAG Program.

#### **SECTION V: GENERAL REQUIREMENTS**

Subrecipient must comply with requirements set forth in the current edition of the U.S. Department of Justice, Office of Justice Programs (OJP) Financial Guide (Financial Guide), [http://ojp.gov/financialguide/DOJ/pdfs/2015\\_DOJ\\_FinancialGuide.pdf](http://ojp.gov/financialguide/DOJ/pdfs/2015_DOJ_FinancialGuide.pdf), the Edward Byrne Memorial Justice Assistance Grant program guidance, federal statutes, regulations, policies, guidelines and requirements and Florida laws and regulations including but not limited to:

- **Office of Management and Budget (OMB) Uniform Grant Guidance (2 C.F.R. § 200) Subpart A Definitions, Subparts B-D Administrative Requirements, Subpart E Cost Principals, Subpart F Audit Requirements and all applicable Appendices.** This guidance supersedes previous OMB Circulars and Standard Conditions and is applicable to any new subawards made under Federal grants awarded on or after December 26, 2014 <http://www.ecfr.gov/cgi-bin/text-idx?SID=62764122c780e5d1d2134127afadc30d&node=2:1.1.2.2.1 &rgn=div5>
- **Code of Federal Regulations:** [www.gpo.gov/fdsys/](http://www.gpo.gov/fdsys/)
  - 2 C.F.R. § 175.15(b), "Award Term for Trafficking in Persons"
  - 28 C.F.R. § 38, "Equal Treatment of Faith-Based Organizations"
  - 28 C.F.R. § 66, "U.S. Department of Justice Common Rule for State and Local Governments" (Common Rule)
  - 28 C.F.R. § 83, "Government-Wide Requirements for Drug-Free Workplace (Grants)"
  - 28 C.F.R. §§ 18, 22, 23, 30, 35, 42, 61, and 63
- **Public Law**

Pub. L. No. 109-162, Title XI-Department of Justice Reauthorization, Subtitle B – Improving the Department of Justice's Grant Programs, Chapter 1 – Assisting Law Enforcement and Criminal Justice Agencies, Sec. 1111. Merger of Byrne Grant Program and Local Law Enforcement Block Grant Program: <http://www.gpo.gov/fdsys/pkg/PLAW-109publ162/pdf/PLAW-109publ162.pdf>.
- **United States Code:** [www.gpo.gov/fdsys/](http://www.gpo.gov/fdsys/)
  - 42 U.S.C. §§ 3711 et seq., "Omnibus Crime Control and Safe Streets Act of 1968."
- **State of Florida General Records Schedule GS1-SL for State and Local Government Agencies:** <http://dlis.dos.state.fl.us/barm/genschedules/GS2-2008-Rev2010.pdf>.

## **SECTION VI: STANDARD CONDITIONS**

Subrecipients are bound by the following standard conditions:

- 6.1 **Payment Contingent on Appropriation and Availability of Funds** – The County’s obligation to reimburse Subrecipient for costs incurred under this Agreement is subject to the availability of federal funds and annual appropriation by the Board of County Commissioners of Broward County, Florida.
- 6.2 **System for Award Management (SAM)** – Subrecipient must maintain current information in SAM until they submit the financial report required under this award or receives the final payment, whichever is later. This requires the Subrecipient to review and update the information at least annually after the initial registration, and more frequently if required by changes in its information or another award term.
- 6.3 **Commencement of Project** – If a project is not operational within 60 days of the original start date of the award period, Subrecipient must report by letter to the County the steps taken to initiate the project, the reasons for delay, and the expected start date.
  - 6.3.1 If a project is not operation within 90 days of the original start date of the award period, the Subrecipient must submit a second statement to the County explaining the implementation delay.
  - 6.3.2 Upon receipt of the ninety (90) day letter, the County will determine if the reason for delay is justified or will, at its discretion, unilaterally terminate this agreement. The County, where warranted by extenuating circumstances, may extend the starting date of the project past the ninety (90) day period, but only by formal written amendment to this agreement.
- 6.4 **Supplanting** – Subrecipient acknowledges that funds received under this award will not be used to supplant state or local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be make available for law enforcement activities.
- 6.5 **Personnel Changes** – Upon implementation of the project, in the event there is a change in Chief Officials for the Subrecipient, implementing agency, or any contact information to include mailing address, phone number, email or title change, project staff must notify the SIMON help desk to update the organizational information in SIMON. Project director changes require a grant adjustment in SIMON.
- 6.6 **Non-Procurement, Debarment and Suspension** – Subrecipient must comply with 2 C.F.R. § 180, “OMB Guidelines to Agencies on Government Wide Debarment and Suspension (Non-procurement).” These procedures require Subrecipient to certify that it will not enter into any lower tiered covered transaction with a person who is debarred, suspended, declared ineligible or is voluntarily excluded from participating in this covered transaction, unless authorized by the County.

- 6.7 **Federal Restriction on Lobbying** – Subrecipient must comply with 28 C.F.R. § 69, “New Restrictions on Lobbying” and must file the most current edition of the Certification and Disclosure Form, if applicable, with each submission that initiates consideration of such Subrecipient for award of a federal contract, grant, or cooperative agreement. In addition, the Subrecipient must not use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of the OJP.
- 6.8 **The Coastal Barrier Resources Act** - Subrecipient must comply and assure the compliance of all contractors with the provisions of the Coastal Barrier Resources Act (Pub. L. No. 97-348) dated October 19, 1982 (16 U.S.C. §§ 3501 et seq.) which prohibits the expenditure of most new federal funds within the units of the Coastal Barrier Resources System.
- 6.9 **Enhancement of Security** - If funds are used for enhancing security, Subrecipient must:
- 6.9.1 Have an adequate process to assess the impact of any enhancement of a security measure that is undertaken on the incidence of crime in the geographic area where the enhancement is undertaken.
- 6.9.2 Conduct such an assessment with respect to each such enhancement and submit to the County the aforementioned assessment in its Final Program Report.
- 6.10 **Privacy Certification** - Subrecipient must comply with all confidentiality requirements of 42 U.S.C. § 3789g and 28 C.F.R. § 22 that are applicable to collection, use, and revelation of data or information. Subrecipient must, as a condition of grant approval, submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. §§ 22 and, in particular, section 22.23. Privacy Certification forms must be signed by the Subrecipient or implementing agency chief official or an individual with formal, written signature authority for the chief official.
- 6.11 **Conferences and Inspection of Work** - Conferences may be held at the request of any Party to this agreement. At any time, a representative of the County, the U.S. Department of Justice, or the County Auditor, have the right to visit the project site to monitor, inspect and assess activities performed under this agreement.
- 6.12 **Insurance Requirements** - Subrecipient is an entity subject to Section 768.28, Florida Statutes, and must furnish verification of liability protection in accordance with state law prior to final execution of this agreement.

## **SECTION VII: CIVIL RIGHTS REQUIREMENTS**

- 7.1 Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in federally funded programs or activities. The Subrecipient, implementing agency, and contractors must comply with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities

Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); and Department of Justice Non-Discrimination Regulations 28 C.F.R. § 42; see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

- 7.2 The County does not discriminate on the basis of race, color, religion, national origin, sex, disability, or age. Subrecipient must notify program participants and beneficiaries that they do not discriminate on the basis of race, color, national origin, religion, sex, disability, or age in the delivery of services, benefits, or employment practices.
- 7.3 Subrecipient is responsible for ensuring that contractors and agencies to whom it passes through funds are in compliance with all Civil Rights requirements and that those contractors and agencies are aware that they may file a discrimination complaint with the Subrecipient, with the County, or with the Office for Civil Rights (OCR), and how to do so.
- 7.4 Equal Employment Opportunity Plans
  - 7.4.1 The Subrecipient or implementing agency must develop EEO Plans if they have 50 or more employees and have received any single award of \$25,000 or more from the Department of Justice. The plan must be prepared using the online short form at [www.ojp.usdoj.gov/about/ocr/eeop\\_comply.htm](http://www.ojp.usdoj.gov/about/ocr/eeop_comply.htm), must be retained by the Subrecipient or implementing agency, and must be available for review and audit. The organization must also submit an EEO Certification to the County.
  - 7.4.2 If the Subrecipient or implementing agency is required to prepare an EEO Plan and has received any single award of \$500,000 or more from the DOJ, it must submit its plan to the DOJ for approval. A copy of the DOJ approval letter must be submitted to the County. The approval letter expires two years from the date of the letter.
  - 7.4.3 A Subrecipient or implementing agency is exempt from the EEO Plan requirement if it is has fewer than 50 employees; does not receive any single award of \$25,000 or more from the DOJ; or is a nonprofit organization, a medical or educational institution, or an Indian Tribe. If an organization is exempt from the EEO Plan requirement, it must submit an EEO Certification of Exemption to the County.
  - 7.4.4 The Subrecipient and implementing agency acknowledge that failure to comply with EEO requirements within 60 days of the project start date may result in suspension or termination of funding, until such time as it is in compliance.
- 7.5 **Americans with Disabilities Act** - Subrecipient must comply with the requirements of the Americans with Disabilities Act (ADA) (Pub. L. No. 101-336), which prohibits discrimination by public and private entities on the basis of disability and requires certain accommodations be made with regard to employment (Title I), state and local government services, and transportation (Title II), public accommodations (Title III), and telecommunications (Title IV).

7.6 **Rehabilitation Act of 1973 (28 C.F.R. § 42(G))** - If Subrecipient has 50 or more employees and receive DOJ funding of \$25,000 or more, it must take the following actions:

7.6.1 Adopt grievance procedures that incorporate due process standards and provide for the prompt and equitable resolution of complaints alleging a violation of DOJ regulations implementing Section 504 of the Rehabilitation Act of 1973, found at 28 C.F.R. § 42(G), which prohibits discrimination on the basis of a disability in employment practices and the delivery of services.

7.6.2 Designate a person to coordinate compliance with the prohibitions against disability discrimination contained in 28 C.F.R. § 42(G).

7.6.3 Notify participants, beneficiaries, employees, applicants, and others that the Subrecipient or implementing agency does not discriminate on the basis of disability.

7.7 **Limited English Proficiency (LEP)** - In accordance with DOJ Guidance pertaining to Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d), recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with LEP. For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at [www.lep.gov](http://www.lep.gov). The County strongly encourages Subrecipient to have a written LEP Language Access Plan.

7.8 **Immigration and Nationality Act** - No federal funds will intentionally be awarded to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. § 1324a(e), Section 274A(e) of the Immigration and Nationality Act ("INA"). The County will consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the Subrecipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of this contract by the County.

## **SECTION VIII: FINANCIAL REQUIREMENTS AND RESPONSIBILITIES**

### **8.1 Fiscal Control and Fund Accounting Procedures**

8.1.1 All expenditures and cost accounting of funds shall conform to the Office of Justice Programs Financial Guide, the Common rule, and OMB Uniform Grant Guidance (2 C.F.R. § 200) as applicable, in their entirety.

8.1.2 Subrecipient must have written procedures for procurement transactions. Procedures must ensure that all solicitations follow 2 C.F.R. § 200.319 Competition. The Subrecipient is required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. Subrecipient must have financial management systems in place that are able to record and report on the receipt, obligation, and expenditure of grant funds. An adequate accounting system for a Subrecipient must be able to

accommodate a fund and account structure to separately track receipts, expenditures, assets, and liabilities for awards, programs, and subrecipients.

- 8.1.3 All funds spent on this project must be disbursed according to provisions of the project budget as approved in the JAG subaward.

## **SECTION IX: SUBAWARD MANAGEMENT AND REPORTING REQUIREMENTS**

- 9.1 **Obligation of Subrecipient Funds** - Subaward funds shall not under any circumstances be obligated prior to the effective date or subsequent to the termination date of the period of performance. Only project costs incurred on or after the effective date and on or prior to the termination date of the Subrecipient's project is eligible for reimbursement. All payments must be completed within thirty (30) days of the end of the subaward period of performance.

### **9.2 Performance**

- 9.2.1 **Subaward Performance** - The Subrecipient must comply with state and federal requirements for subaward performance under 2 C.F.R. §§ 200.76 and 200.77. The subaward must describe the timing and scope of expected performance as related to the outcomes intended to be achieved by the project activities. Where appropriate, the subaward should provide specific performance goals, indicators, milestones, or expected outcomes (such as outputs, or activities completed or public impacts of any of these) with an expected timeline for accomplishment. Submitted programmatic reports must clearly articulate, where appropriate, performance during the execution of the award has met a standard against which the Subrecipient's performance can be measured. These requirements should be aligned with agency strategic goals, strategic objectives, or performance goals that are relevant to the program.

- 8.2.2 **Performance of Agreement Provisions** - In the event of default; non-compliance; or violation of any provision of this Agreement by the Subrecipient, the Subrecipient's consultants and suppliers, or both, the County may impose sanctions it deems appropriate including withholding payments, cancellation, termination, or suspension of this Agreement in whole or in part. In such event, the County will notify the Subrecipient of its decision thirty (30) days in advance of the effective date of such sanction. The Subrecipient will be reimbursed only for those activities satisfactorily completed prior to the effective date of such sanction.

- 9.2.3 **Reports** - Subrecipient must submit Monthly or Quarterly Project Performance Reports to the County, within fifteen (15) days after the end of the reporting period. In addition, if the subaward period is extended beyond the "original" project period, additional Quarterly Project Performance Reports must be submitted.

- 9.2.3.1 **Report Contents:** Performance Reports must include to the status of all objectives included in the subaward. A detailed response is required in the narrative portion for yes/no performance objectives. The narrative must also reflect on accomplishments for the quarter and identify problems with project implementation and address actions being taken to resolve the problems. Additional information may be required



if necessary to comply with federal reporting requirements.

9.2.3.2 **Submission:** Performance Reports may be submitted by the Subrecipient's Project Director, Application Manager, or Performance Contacts.

### 9.3 Financial Expenditure Reports

9.3.1 Subrecipient must have a choice of submitting either a Monthly or a Quarterly Project Expenditure Report to the County. Project Expenditure Reports are due thirty (30) days after the end of the reporting period. In addition, if the subaward period is extended, additional Project Expenditure Reports must be submitted.

9.3.2 All project expenditures for reimbursement of Subrecipient costs must be submitted on the Project Expenditure Report Forms prescribed and provided by the Office of Criminal Justice Grants through the SIMON (Subgrant Information Management Online).

9.3.3 All Project Expenditure Reports must be submitted in sufficient detail for proper pre-audit and post-audit.

9.3.4 Before the "final" Project Expenditure Report will be processed, Subrecipient must submit to the County all outstanding project reports and must have satisfied all special conditions. Failure to comply with the above provisions may result in forfeiture of reimbursement.

9.3.5 Reports are to be submitted even when no reimbursement is being requested.

9.3.6 Reports must be electronically signed by the Subrecipient or implementing agency's Chief Financial Officer or the Chief Financial Officer's designee.

9.4 **Other Reports** - Subrecipient must submit the Uniform Crime Report and other reports as may be reasonably required by the County.

## **SECTION X: MONITORING AND AUDITS**

10.1 **Access to Records** - The County, U.S. Department of Justice, U.S. Comptroller General or any of their duly authorized representatives, must have access to books, documents, papers and records of the Subrecipient, implementing agency, and contractors, related to the subaward, for the purpose of audit and examination according to the Financial Guide and the Common Rule.

The County reserves the right to unilaterally terminate this Agreement if the Subrecipient, implementing agency, or contractor refuses to allow public access to all documents, papers, letters, or other materials subject to provisions of § 119, Florida Statutes, unless specifically exempted and/or made confidential by operation of § 119, Fla. Stat., and made or received by the Subrecipient or its contractor in conjunction with this Agreement.

- 10.2 **Monitoring** - Subrecipient must comply with the County's grant monitoring guidelines, protocols, and procedures; and cooperate with the County on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, site visits, contract reviews and audits. Subrecipient must provide all documentation necessary to complete monitoring of the subaward and verify expenditures. Further, Subrecipient must abide by reasonable deadlines set by the County for providing requested documents. Failure to cooperate with grant monitoring activities may result in sanctions affecting the Subrecipient's subaward, including, but not limited to: withholding and/or other restrictions on the Subrecipient's access to funds, referral to the County Auditor for audit review, designation of the Subrecipient as a High Risk grantee, or termination of award(s).
- 10.3 **Property Management** - Subrecipient must establish and administer a system to protect, preserve, use, maintain, and dispose of any property furnished to it by the County or purchased pursuant to this Agreement consistent with federal property management standards set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State and Local Governments, or 2 C.F.R. § 200, as applicable. This obligation continues as long as the Subrecipient retains the property, notwithstanding expiration of this Agreement.
- 10.3.1 **Property Use** - Subrecipient must use equipment acquired under a Federal award for the authorized purposes of the project during the period of performance, or until the property is no longer needed. Subrecipient must use, manage, and dispose of equipment acquired under a Federal award in accordance with 2 C.F.R. § 200.313, "Equipment".
- 10.4 **Subaward Closeout** - A Financial Closeout Audit must be submitted to the County within forty-five (45) days of the end date of the performance period.
- 10.5 The Financial Closeout Audit must be electronically signed by the Subrecipient or implementing agency's Chief Financial Officer or the Chief Financial Officer's designee.
- 10.6 **High Risk Subrecipients** - Subrecipient must comply with any additional requirements that may be imposed during the grant performance period if the DOJ determines the Subrecipient is a high-risk grantee. Cf. 28 C.F.R. §§ 66, 70.
- 10.7 **Reporting, Data Collection and Evaluation** - Subrecipient must comply with all reporting, data collection and evaluation requirements, as prescribed by the Bureau of Justice Assistance in the program guidance for JAG. Compliance with these requirements will be monitored by the County.
- 10.8 **Retention of Records** – Subrecipient must maintain all records for a minimum of five (5) years from the date of the financial statement and be available for audit and public disclosure upon request. Subrecipient must comply with State of Florida General Records Schedule GS1-SL for State and Local Government Agencies: <http://dos.myflorida.com/media/693574/general-records-schedulegs01-sl.pdf> <http://dos.myflorida.com/media/693578/g02.pdf>.

## 10.9 Single Annual Audit

10.9.1 A Subrecipient that expends \$750,000 or more in a year in federal awards must have a single audit or program-specific audit conducted for that year. The audit must be performed in accordance with 2 C.F.R. § 200(F) Audit Requirements and other applicable federal law. This Agreement must be identified in the Schedule of Federal Financial Assistance in the subject audit. The audit report must be identified as federal funds passed through the County and include the contract number, award amount, contract period, funds received, and funds disbursed.

10.9.2 A complete audit report that covers any portion of the effective dates of this Agreement must be submitted within 30 days after its completion, but no later than nine (9) months after the audit period. In order to be complete, the submitted report must include any management letters issued separately and management's written response to all findings, including audit report and management letter findings. Incomplete audit reports will not be accepted by the County.

10.9.3 Audits must be completed by an Independent Public Accountant (IPA) and according to Generally Accepted Government Auditing Standards (GAGAS). The IPA must be either a Certified Public Accountant or a Licensed Public Accountant. Subrecipient must procure audit activities according to 2 C.F.R. § 200.509, and include clear objectives and scope of the audit in addition to peer review reports to strengthen audit quality and ensure effective use of audit resources.

10.9.4 Subrecipient must promptly follow-up and take appropriate corrective action for any findings on the audit report in instances of noncompliance with federal laws and regulations, including but not limited to preparation of a summary schedule of prior audit findings and a corrective action plan. Subrecipient follow-up to audit findings must abide by requirements in 2 C.F.R. § 200.511.

10.9.5 Subrecipient must make copies available for public inspection and ensure respective parts of the reporting package do not include protected personally identifiable information. Records must be made available upon request for a period of three (3) years from the date the audit report is issued, unless extended in writing by the County.

A Subrecipient that expends less than \$750,000 in federal awards during a fiscal year are exempt from the audit requirements of 2 C.F.R. § 200(F) for that fiscal year. In this case, written notification, which can be in the form of the "Certification of Audit Exemption" form, must be provided to the County by the Chief Financial Officer, or designee, that the Subrecipient is exempt. This notice must be provided to the County no later than June 30 following the end of the fiscal year.

10.9.6 If this Agreement is closed without an audit, the County reserves the right to recover any disallowed costs identified in an audit completed after such closeout.

10.9.7 The Federal Audit Clearinghouse is the repository of record for 2 C.F.R. § 200(F). Audits performed as a result of this requirement must be completed and submitted to the Federal Audit Clearinghouse within the earlier of thirty (30) calendar days after receipt of the auditor's report(s), or nine (9) months after the end of the audit period. Submissions must include required elements described in Appendix X to Part 200 on the specified Data Collection Form (Form SF-SAC), and be signed by a senior level representative or chief official of the auditee.

(The remainder of this page is intentionally left blank.)

DRAFT

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement: BROWARD COUNTY, through its BOARD OF COUNTY COMMISSIONERS, signing by and through its Mayor or Vice-Mayor, authorized to execute same by Board action on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, and Second Party, signing by and through its \_\_\_\_\_, duly authorized to execute same.

COUNTY

ATTEST:

BROWARD COUNTY, by and through  
its Board of County Commissioners

\_\_\_\_\_  
Broward County Administrator, as  
Ex-officio Clerk of the Broward County  
Board of County Commissioners

By: \_\_\_\_\_  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Insurance requirements approved by Broward  
County  
Risk Management Division:

Approved as to form by  
Andrew J. Meyers  
Broward County Attorney  
Governmental Center, Suite 423  
115 South Andrews Avenue  
Fort Lauderdale, Florida 33301  
Telephone: (954) 357-7600  
Telecopier: (954) 357-7641

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_  
Angela J. Wallace (Date)  
Deputy County Attorney

AJW/wp  
JAG Subrecipient Agreement.doc  
06/14/2018  
#\_\_\_\_\_

AGREEMENT BETWEEN BROWARD COUNTY AND SUBRECIPIENT FOR THE  
EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM

SUBRECIPIENT

WITNESSES:

CITY OF \_\_\_\_\_

\_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Authorized Signor

\_\_\_\_\_  
Print Name of Witness above

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Print Name of Witness above

ATTEST:

Designated Title and Address for Notices  
(include email address(es))

\_\_\_\_\_  
City Clerk

Approved as to legal form: \_

\_\_\_\_\_  
City Attorney

EXHIBIT A

Project Description

DRAFT

## SUBGRANT AWARD CERTIFICATE

Subgrantee:

Grant Period: From: \_\_\_\_\_ TO: \_\_\_\_\_

Project Title: \_\_\_\_\_

Grant Number: \_\_\_\_\_

Federal Funds: \$ \_\_\_\_\_

State Agency Match: \_\_\_\_\_

Local Agency Match: \$ \_\_\_\_\_

Total Project Cost: \$ \_\_\_\_\_

CFDA Number: \_\_\_\_\_

Award is hereby made in the amount and for the period shown above of a subgrant under Part E of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 as amended Subpart 1 of such part (42 U.S.C. 3751-3759); the Consolidated Appropriations Act, 2008, Public Law 110-161; and Public Law 109-162, Title XI, Department of Justice Reauthorization, Subtitle B, Improving the Department of Justice's Grant Programs, Chapter 1, Assisting Law Enforcement and Criminal Justice Agencies, Section 1111. Merger of Byrne Grant Program and Local Law Enforcement Block Grant Program, to the above mentioned subgrantee and subject to any attached or special conditions.

This award is subject to all applicable rules, regulations, and conditions as contained in the Office of Justice Programs (OJP) Financial Guide, Common Rule for State and Local Governments, or OMB Uniform Grant Guidance (2 CFR Part 200), in their entirety. It is also subject to the attached standard conditions and such further rules, regulations and policies as may be reasonably prescribed by the State or Federal Government consistent with the purposes and authorization of P.L. 90-351, as amended, and P.L. 100-690.

This award is a cost-reimbursement agreement for satisfactory performance of eligible activities. Requests for reimbursement may be submitted quarterly or monthly as designated in the Financial Section of the agreement. Requests for reimbursement will be processed in conjunction with receipt and review of programmatic performance reports to determine successful completion of minimum performance for deliverables. Expenditures must be supported with documentation and verified during annual monitoring. Failure to comply with provisions of this Agreement, or failure to meet minimum performance specified in the Agreement will result in required corrective action up to and including project costs being disallowed, withholding of federal funds and/or termination of the project, as specified within the terms of the Agreement and OMB Uniform Guidance 200.338 - 200.342.

This grant shall become effective on the beginning date of the grant period provided that within 30 days from the date of award, a properly executed Certificate of Acceptance of Subgrant Award is returned to the County.

\_\_\_\_\_  
Signature of the Subgrantee's Authorized Official

\_\_\_\_\_  
(Date)



## CERTIFICATE OF ACCEPTANCE OF SUBGRANT AWARD

The subgrantee, through its authorized representative, acknowledges receipt and acceptance of subgrant award number \_\_\_\_\_, in the amount of \$ \_\_\_\_\_, for a project entitled, \_\_\_\_\_, for the period of \_\_\_\_\_ through \_\_\_\_\_, to be implemented in accordance with the approved subgrant application, and subject to the County's Standard Conditions and any special conditions governing this subgrant.

This subaward requires that the Subrecipient adhere to the following:

No recipient or Subrecipient, or entity that receives a contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to restrict, the reporting of waste, fraud or abuse in accordance with the law to a department or agency authorized to receive such information. This is not intended to contravene requirements applicable to classified, sensitive or exempt information.

In accepting this award, the Subgrantee certifies that it neither requires nor has required employees or contractors to sign such internal confidentiality agreements or statements.

The \_\_\_\_\_ undertake a review to validate its compliance with 8 U.S.C. § 1373. If determined to be in compliance at the time of review, the \_\_\_\_\_ must submit documentation that contains a validation to that effect and includes an official legal opinion from counsel (including related legal analysis) adequately supporting the validation.

If the \_\_\_\_\_ determines it is not in compliance at the time of review, sufficient and effective steps must be taken to bring the Broward County Board of Commissioners into compliance therewith and thereafter submit documentation that details the steps taken, contains a validation that the Broward County Board of Commissioners has come into compliance, and includes an official legal opinion from counsel (including related legal

\_\_\_\_\_  
Signature of the Subgrantee's Authorized Official

\_\_\_\_\_  
Printed Name and Title of Official

\_\_\_\_\_  
Date of Acceptance

## ATTESTATIONS AND CERTIFICATIONS

This form is required to be completed by the authorized official, or authorized official designee, of all Subgrantee units of government receiving Edward Byrne Memorial Justice Assistance Grant (JAG) program federal pass-through funding from Broward County. In accepting this award, the subgrantee certifies that it will comply with the requirements set forth below and/or any other requirements of the subaward. Failure to do so may result in a hold or freeze on the drawdown of federal funds, and/or suspension or termination of the Agreement.

**Procurement Standards:** The Subgrantee, through its authorized representative, certifies the unit of government below has written procurement policies and standards that are compliant with the requirements set forth in the Office of Management and Budget (OMB) Uniform Requirements, 2 C.F.R. §§ 200.317-326, and OJP Financial Guide, Section 3.8. Additionally, the Subgrantee assures these policies and standards will be utilized for all federal grant related procurement activities

**Conflict of interest:** Decisions related to use of these grant funds must be free of undisclosed personal organizational conflicts of interest, both in fact and in appearance. The subgrantee, through its authorized representative, certifies the unit of government below is compliant with OMS Uniform Requirements, 2 C.F.R. § 200.112, and OJP Financial Guide Section 3.21 regarding Conflict of Interest, and will notify the County's Grants Office, in writing of any potential conflicts of interest in accordance with this Agreement. The recipient must disclose in a timely manner, in writing, all violation of state or federal criminal law involving fraud, bribery, or gratuity violations.

Organization Name: \_\_\_\_\_

Subaward Number \_\_\_\_\_

\_\_\_\_\_  
Signature of the Subgrantee's Authorized Official

\_\_\_\_\_  
Printed Name and Title of Official

\_\_\_\_\_  
Date of Acceptance