

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

643



FROM: Stanley Sniff, Sheriff - Coroner - PA

SUBMITTAL DATE:
02/11/13

SUBJECT: Acceptance of High Intensity Drug Trafficking Areas (HIDTA) Program Grant Awards

RECOMMENDED MOTION: Move that the Board of Supervisors approve acceptance of a High Intensity Drug Trafficking Areas (HIDTA) grant award in the amount of \$617,474, and authorize the Sheriff or his designee to sign the grant award agreement and to sign grant payment requests, progress reports, amendments and/or modifications not increasing the award by more than 20% for the 2013 HIDTA grant program project initiatives on behalf of the Board.

BR 13-061 (Continued on Page 2)

FORM APPROVED COUNTY COUNSEL
BY: Neal R. Kipnis 2/20/13
DATE: 2/20/13
Departmental Concurrence

Stanley L. Sniff, Jr.

Stanley L. Sniff, Jr., Sheriff - Coroner - PA
Will Taylor, Director of Administration

FINANCIAL DATA	Current F.Y. Total Cost:	\$308,737	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$0	Budget Adjustment:	No
	Annual Net County Cost:	\$0	For Fiscal Year:	2012-13

SOURCE OF FUNDS: HIDTA Federal Grant Funding	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY: *Elizabeth J. Olson*
Elizabeth J. Olson

County Executive Office Signature

- Consent
- Policy
- Consent
- Policy

Dep't Recomm.:
Per Exec. Ofc.:

3-42

**ACCEPTANCE OF HIDTA GRANT PROGRAM FUNDS FOR MULTIPLE
COUNTY INITIATIVES (RMTF, INCH & INCA) BR 13-061**

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BACKGROUND: The U.S. Office of National Drug Control Policy (ONDCP) has notified the Riverside County Sheriff's Department that it has been allocated HIDTA Program funds for this year. The proposed grant award period will be from January 1, 2013 through December 31, 2014. County Counsel has approved the award documents as to form.

For over twenty years, Riverside County has participated in the HIDTA program, which fosters cooperation among law enforcement agencies in their efforts to eliminate drug trafficking locally and nationally. The LA-HIDTA is comprised of the Los Angeles, Orange, Riverside, and San Bernardino counties. The Office of National Drug Control Policy (ONDCP) and LA-HIDTA have confirmed that Riverside County's allocation for the FY 2013 grant award cycle is \$1,286,405. However, the current award amount is \$617,474. The ONDCP acknowledges that this award is 48% of FY 2013 awarded budget, but the remaining funding cannot be made available until enacted through public law.

Based on this award, grant funds will be distributed among the County project initiatives in the following manner:

Regional Methamphetamine Task Force (RMTF) \$190,005
Inland Narcotics Clearing House (INCH) \$256,217
Inland Crackdown Allied Task Force (INCA) \$171,252

No County match is required.

Operating with a focus throughout the entire LA-HIDTA region, the primary mission of the RMTF is to target major methamphetamine production, distribution, and Drug Trafficking Organizations (DTO) by investigating, disrupting, and arresting person(s) and organizations involved in illicit sales and trafficking of methamphetamine thereby improving the quality of life for all citizens, both regionally and nationally.

Statistics indicate that methamphetamine availability remains a constant concern and narcotic traffickers typically use well-established highways and pipelines to smuggle, ship and move methamphetamine and other illicit narcotics. In an effort to combat the availability of these narcotics, RMTF, using grant funds, will continue the deployment of highway interdiction teams, comprised of three narcotics detecting canines and their respective handlers. These teams will be used to identify, disrupt, and arrest DTOs that regularly use these highways and trafficking routes to further their criminal enterprise(s).

INCH will also aid the task forces by providing connectivity to the Statewide Integrated Narcotics Systems (SINS). Additionally, INCH will assist by providing necessary case support and serve as a clearing house for the dissemination of narcotics related intelligence.

INCH funds 50% of a Sheriff's Network Administrator. Also, as initiated in FY 10-11, Riverside County will continue to use INCH grant funds to pay for Criminal and Intelligence Analysts in FY 2013-14. The County will also continue to purchase the service of these Analysts from a personnel recruiting agency, Strategic Contracting Services (SCS). The Board approved the use of SCS as a

**ACCEPTANCE OF HIDTA GRANT PROGRAM FUNDS FOR MULTIPLE
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INCA, established in 1996, will support the efforts of the State Bureau of Narcotic Enforcement (BNE) in enforcing the controlled substance laws of California. The INCA task force is comprised of numerous law enforcement agencies within the jurisdiction of the LA-HIDTA. This cooperative effort, coupled with their ability to jointly work with similar Crackdown Task Forces, has proven to be highly effective in the investigation of DTOs within the region. Investigative overtime for the participating agencies is budgeted at \$232,176 through INCA funding.

The grant will also continue to provide funding for an accounting staff position at the Sheriff's Special Investigations Bureau, which the Department has filled at the Accounting Technician I level.

Per the procedure enunciated in two Sheriff's Form 11's and approved by the Board on 2/1/11 3.16 and 3/15/11 3.40, the Board should note that the State Department of Justice, the Riverside and San Bernardino Police Departments will participate on the HIDTA task force, and the Sheriff's Department will reimburse them in excess of \$25,000 annually for service and equipment expenses and/or overtime hours logged during task force activities. By this notification, the Board exempts the Purchasing Agent from reporting these agencies as sole source project partners for the term of the grant project and authorizes the Purchasing Agent to contract with these partners in amounts approved by the HIDTA grant.



January 31, 2013

Sheriff Stan Sniff
Riverside County Sheriff's Department
PO Box 512
Riverside, CA 92502

Dear Sheriff Sniff:

We are pleased to inform you that your request for funding from the High Intensity Drug Trafficking Areas (HIDTA) Program has been approved, and a grant (Grant Number G13LA0007A) has been awarded in the amount of \$617,474. This grant will support initiatives designed to implement the Strategy proposed by the Executive Board of the Los Angeles HIDTA and approved by the Office of National Drug Control Policy (ONDCP).

The original Grant Agreement, including certain Special Conditions, is enclosed. By accepting this grant, you assume the administrative and financial responsibilities outlined in the enclosed Grant Conditions, including the timely submission of all financial and programmatic reports, the resolution of audit findings, and the maintenance of a minimum level of cash-on-hand. Should your organization not adhere to these terms and conditions, ONDCP may terminate the grant for cause or take other administrative action.

If you accept this award, please sign both the Grant Agreement and the Grant Conditions and return a copy to:

Finance Unit
National HIDTA Assistance Center
11200 NW 20th Street, Suite 100
Miami, FL 33172
(305) 715-7600

Or via email to your respective NHAC accountant.

Please keep the original copy of the Grant Agreement and Grant Conditions for your file. If you have any questions pertaining to this grant award, please contact Darren Nelly at (202) 395-6692.

Sincerely,

Michael K. Gottlieb

Michael K. Gottlieb
National HIDTA Director

Enclosures

Executive Office of the President Office of National Drug Control Policy		Grant Agreement	
1. Recipient Name and Address Sheriff Stan Sniff Riverside County Sheriff's Department PO Box 512 Riverside, CA 92502		4. Award Number: G13LA0007A	
		5. Grant Period: From 01/01/2013 to 12/31/2014	
1A. Recipient IRS/Vendor No.: 1956000930B2		6. Date: 1/31/2013	7. Action <input checked="" type="checkbox"/> Initial Supplemental
Subrecipient Name and Address		8. Supplement Number	
2A. Subrecipient IRS/Vendor No.:		9. Previous Award Amount:	
3. Project Title Multiple		10. Amount of This Award: \$617,474	
		11. Total Award: \$617,474	
12. Consistent with Public Law 112-175, the Continuing Appropriations Resolution, 2013, this document provides a total budget and spending ceiling as reflected in Block 10 of the Grant Award document, which represents funding at the rate of 48% of the fiscal year 2012 funding level. Accordingly, the sum of all budgets cannot exceed the award amount reflected in Block 10 of the Grant Award document. The Office of National Drug Control Policy acknowledges that the aforementioned funding level is below the stated budget requirements; however, additional funding cannot be made available until enacted through public law.			
13. Statutory Authority for Grant: Public Law 112-175			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb National HIDTA Director		15. Typed Name and Title of Authorized Official Stan Sniff Riverside County Sheriff's Department	
16. Signature of Approving ONDCP Official <i>Michael K. Gottlieb</i>		17. Signature of Authorized Recipient/Date	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 602420888 EIN: 1956000930B2		19. HIDTA AWARD OND1070DB1314XX OND6113 OND2000000000 OC 410001	

FORM APPROVED COUNTY COUNSEL
 BY: *NEAL R. KIPNIS* DATE: *2/2/13*

GRANT CONDITIONS

A. General Provisions

1. This grant is subject to:

- OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Government; or, if applicable, OMB Circular A-21, Cost Principles for Educational Institutions;
- OMB Circular A-102, Grants and Cooperative Agreements with State and Local Governments; or, if applicable, OMB Circular A-110, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations;
- OMB Circular A-133, Audits of States, Local Governments and Non-Profit Institutions;
- Government-wide Debarment and Suspension (Non procurement), codified at 21 CFR § 1401 et. seq.;
- Government-wide Requirements for Drug-Free Workplace (Grants), codified at 21 CFR § 1401 et. seq.;
- New Restrictions on Lobbying, codified at 18 USC § 1903 and 31 USC § 1352;
- Nondiscrimination in Federally Assisted Programs and Equal Opportunity Plans requirements are codified at USC, Title VI (42 USC § 2000d et seq.); and
- Immigration and Naturalization Service Employment Eligibility Verification Form (I-9).

2. Audits conducted pursuant to OMB Circular A-133, "Audits of State and Local Governments", must be submitted no later than 9 months after the close of the grantee's audited fiscal year. A copy of the audit report and management letter must be sent to:

EOP/ONDCP

Attention: Michael Reles

GSD/RDF (202) 395-6608

Anacostia Naval Annex

Bldg 410/Door 123

250 Murray Lane, SW

Washington, DC 20509

or:

mreles@ondcp.eop.gov

3. Grantees are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Other reporting requirements are specified in the HIDTA Program Policy and Budget Guidance.
4. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.
5. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the HIDTA, its fiscal agent(s), HIDTA employees, HIDTA contractors, as well as state, local, and federal HIDTA participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

B. Special Conditions HIDTA Grants

The following special conditions are incorporated into each award document.

1. This grant is awarded for the initiative(s) named above. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance.
2. This award is subject to the requirements in ONDCP's HIDTA Program Policy and Budget Guidance.
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.
4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e. the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6-12 of the HIDTA Program Policy and Budget Guidance.
6. The grant recipient agrees to account for and use program income in accordance with the "Common Rule" and the HIDTA Program Policy and Budget Guidance. Asset forfeiture proceeds generated by the HIDTA-funded initiatives shall not be considered as program income earned by HIDTA grantees.

7. Property acquired with these HIDTA grant funds is to be used for activities of the Los Angeles HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, this equipment must be made available to the HIDTA's Executive Board for use by other HIDTA participants.
8. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

C. Payment Basis

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system (www.dpm.psc.gov). Copies of invoices or payroll registers must accompany the payment confirmation number to provide documentation for the reimbursement request. Requests for advances must be accompanied by details specifying the need for the advance. Documentation of how the advance was spent must be submitted within 21 days and before another advance or reimbursement will be approved.
2. The HIDTAs, or their respective grantees, must utilize the HIDTA program Financial Management System's (FMS) Disbursement module each time they submit a disbursement request to the NHAC. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered into the FMS. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be FDIC insured. The account must be interest bearing.
3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination Act (23 U.S.C. 450), grantees and subgrantees shall promptly, but at least quarterly, remit interest earned on advances to HHS/DPM at the address provided below. When submitting your checks, please provide a detailed explanation which should include: reason for check (remittance of interest earned on HIDTA advance payments), check number, grantee name, grant number, interest period covered, and contact name and number.

Ms. Janet Fowler
Division of Payment Management
Department of Health and Human Services

Via U.S. Postal Mail:
P.O. Box 6021
Rockville, MD 20852

Via FedEx:
7700 Wisconsin Avenue
10th Floor
Bethesda, MD 20814

4. The grantee or subgrantee may keep interest amounts up to \$100 per year for administrative purposes.

RECIPIENT ACCEPTANCE OF GRANT CONDITIONS

Signature: _____ Date: _____
Name: Stan Sniff
Organization: Riverside County Sheriff's Department

Initiative Cash by HIDTA

FY 2013

Awarded Budget (as approved by ONDCP)

HIDTA	Agency Name	Initiative	Cash	Type	Grant
Los Angeles	Riverside County Sheriff's Department	Inland Crackdown Allied Task Force (INCA)	356,776.00	Investigation	G13LA0007A
		Inland Narcotics Clearinghouse (INCH)	533,786.00	Intelligence	G13LA0007A
		Regional Methamphetamine Task Force (RMTF)	395,843.00	Investigation	G13LA0007A
Agency Total : Riverside County Sheriff's Department			1,286,405.00		
Total			1,286,405.00		

Budget Detail

2013 - Los Angeles

Initiative - Inland Crackdown Allied Task Force (INCA)

Award Recipient - Riverside County Sheriff's Department (G13LA0007A)

Resource Recipient - CA DOJ Bureau of Narcotics Enforcement - LA

Awarded Budget (as approved by ONDCP)

\$1,286,405.00

Personnel	Quantity	Amount
Administrative Staff	1	\$20,000.00
Total Personnel		\$20,000.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	14	\$233,776.00
Support		\$3,000.00
Total Overtime		\$236,776.00
Services	Quantity	Amount
Aviation		\$75,000.00
Insurance		\$25,000.00
Total Services		\$100,000.00
Total Budget		\$356,776.00

Budget Detail

2013 - Los Angeles

Initiative - Inland Narcotics Clearinghouse (INCH)

Award Recipient - Riverside County Sheriff's Department (G13LA0007A)

Resource Recipient - Riverside County Sheriff's Department

Awarded Budget (as approved by ONDCP)

\$1,286,405.00

Personnel	Quantity	Amount
Information Technology staff	1	\$50,070.00
Total Personnel		\$50,070.00
Fringe	Quantity	Amount
Information Technology staff	1	\$21,985.00
Total Fringe		\$21,985.00
Travel	Quantity	Amount
Administrative		\$4,500.00
Investigative/Operational		\$2,000.00
Training		\$13,500.00
Total Travel		\$20,000.00
Services	Quantity	Amount
Communications - data lines		\$5,911.00
Contractor - Analyst - Criminal	4	\$289,487.00
Contractor - Analyst - Intelligence	1	\$80,195.00
Equipment rentals		\$1,400.00
Printing & document support		\$600.00
Shipping & postage		\$500.00
Software - maintenance		\$35,000.00
Subscriptions - database		\$9,984.00
Subscriptions - publications		\$200.00
Total Services		\$423,277.00
Equipment	Quantity	Amount
Computers - desktop, laptop & notebook		\$6,926.00
Total Equipment		\$6,926.00
Supplies	Quantity	Amount
Office		\$3,500.00
Software - licenses		\$8,028.00
Total Supplies		\$11,528.00
Total Budget		\$533,786.00

Budget Detail

2013 - Los Angeles

Initiative - Regional Methamphetamine Task Force (RMTF)

Award Recipient - Riverside County Sheriff's Department (G13LA0007A)

Resource Recipient - Riverside County Sheriff's Department

Awarded Budget (as approved by ONDCP)

\$1,286,405.00

Personnel	Quantity	Amount
Financial Staff	1	\$53,476.00
Total Personnel		\$53,476.00
Fringe	Quantity	Amount
Financial staff	1	\$22,950.00
Total Fringe		\$22,950.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	14	\$110,000.00
Total Overtime		\$110,000.00
Travel	Quantity	Amount
Administrative		\$5,000.00
Investigative/Operational		\$2,500.00
Training		\$9,000.00
Total Travel		\$16,500.00
Services	Quantity	Amount
Communications - mobile phones & pagers		\$23,000.00
Communications - office phones		\$600.00
Software - maintenance		\$50,000.00
Training		\$12,000.00
Vehicle lease - specialty		\$60,000.00
Total Services		\$145,600.00
Equipment	Quantity	Amount
Computers - desktop, laptop & notebook		\$8,317.00
Total Equipment		\$8,317.00
Supplies	Quantity	Amount
Investigative/operational		\$36,000.00
Office		\$3,000.00
Total Supplies		\$39,000.00
Total Budget		\$395,843.00