



# WASHOE COUNTY

"Dedicated To Excellence in Public Service"

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CM/ACM \_\_\_\_\_  
Finance LC  
DA KM  
Risk Mgt. NA  
HR NA  
Grant Mgt. GE

## STAFF REPORT

BOARD MEETING DATE: JUNE 9, 2015

**DATE:** May 13, 2015  
**TO:** Board of County Commissioners  
**FROM:** John Spencer, Undersheriff (775) 328-3007  
[jspencer@washoecounty.us](mailto:jspencer@washoecounty.us) *Q397*  
**THROUGH:** Sheriff Chuck Allen

**SUBJECT:** Approve receipt of a direct grant award [\$151,608.00, no County match required] from the Bureau of Justice Assistance (BJA), State Criminal Alien Assistance Program (SCAAP), FY2014, Project number 2014-AP-BX-0825, to the Washoe County Sheriff's Office, Detention Bureau. Beginning date of the grant term is retroactive to October 1, 2014, with no end date. If approved, direct the Comptroller's Office to make the necessary budget adjustments. (All Commission Districts.)

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### SUMMARY

The Bureau of Justice Assistance SCAAP grant program awards funds to jail facilities for housing federal prisoners. These funds are awarded to the WCSO each year and are restricted to use for Detention Bureau activities and projects only. Grant funds have already been received up front and the Detention Bureau has now determined how to best allocate the funds. This item is being submitted to the first available BCC meeting after allocation of funds were determined.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

### PREVIOUS ACTION

None.

### BACKGROUND

The Washoe County Sheriff's Office receives SCAAP funding as reimbursement for housing federal prisoners. These funds are limited to use for Detention related projects and activities.

**GRANT AWARD SUMMARY**

**Project/Program Name:** *State Criminal Alien Assistance Program (SCAAP) 2014*

**Scope of the Project:** *To provide support and assistance to the Detention Bureau*

**Benefit to Washoe County Residents:** *Increased training, safety, and assistance to the WCSO Detention Bureau.*

**On-Going Program Support:** N/A

**Award Amount:** \$151,608.00

**Grant Period:** 10/1/14 (no end date)

**Funding Source:** *Bureau of Justice Assistance*

**Pass through From:** N/A

**CFDA Number:** 16.606

**Grant ID Number:** 2014-AP-BX-0825

**Match Amount and Type:** *No match required*

**Indirect Cost Rate (applicable to the award):**

Grant's recoverable indirect cost rate:

- Indirect costs are fully recoverable
- Sponsor does not allow for indirect cost recovery
- Sponsor has limited indirect cost recovery at \_\_\_ %
- Sponsor requires indirect Cost Rate Approved by Cognizant Agency

**Special Terms & Conditions:** *Funds can only be used for Detention related activities and projects.*

**Sub-Awards and Contracts:** None

**FISCAL IMPACT**

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$151,608.00 in both revenues and expenditures in the following accounts:

**Increase Revenues**

11193 - 431100 (2014 SCAAP-Federal Grants) \$151,608.00

**Increase Expenditures**

11193 - 781002 (2014 SCAAP- Building Improvements-Capital) \$151,608.00

There is no match required. This is a reimbursement based grant.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve receipt of a direct grant award [\$151,608.00, no County match required] from the Bureau of Justice Assistance (BJA), State Criminal Alien Assistance Program (SCAAP), FY2014, Project number 2014-AP-BX-0825, to the Washoe County Sheriff's Office, Detention Bureau. Beginning date of the grant term is retroactive to October 1, 2014, with no end date. If approved, direct the Comptroller's Office to make the necessary budget adjustments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: Move to approve receipt of a direct grant award [\$151,608.00, no County match required] from the Bureau of Justice Assistance (BJA), State Criminal Alien Assistance Program (SCAAP), FY2014, Project number 2014-AP-BX-0825, to the Washoe County Sheriff's Office, Detention Bureau. Beginning date of the grant term is retroactive to October 1, 2014, with no end date. If approved, direct the Comptroller's Office to make the necessary budget adjustments.



OMB Number: 1121-0243  
Expires: 02/29/2004

**SCAAP**  
**Help** Grant Number: 2014-AP-BX-0825  
Jurisdiction: County of Washoe  
**GMS**  
**Home** Vendor Number: 886000139  
Award Amount: \$151,608  
**Log**  
**Off**

**Fiscal Year 2014 Payment Acceptance and Electronic Transfer of Funds**

The Bureau of Justice Assistance (BJA) has completed its review of your facility, inmate, and correctional officer data related to the State Criminal Alien Assistance Program (SCAAP). The Bureau of Immigration and Customs Enforcement has vetted the inmate records, and an award amount has been calculated.

In accepting this award, you understand that BJA reserves the right to take appropriate administrative action, including intensive monitoring, repayment action, or adjustment to future payments, to resolve data discrepancies, errors, or audit findings related to any information reported in your application.

Applicants are now required to accept awards online within 45 calendar days of award notice, in accordance with the Office of Justice Programs (OJP) Financial Guide, Part II, Chapter 2, Acceptance Procedures requiring acceptance/drawdown of awards with 45 days of notice of award, and Part IV, Chapter 2, section 16.606, State Criminal Alien Assistance Program (SCAAP) requiring an "expeditious draw-down of payments."

Jurisdictions accepting SCAAP awards are not required to submit financial or progress reports to OJP. For FY 2009 SCAAP awards, the Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) requires that all SCAAP funds be used for correctional purposes only. Please see the use of funds list and certification below. With your acceptance (by clicking on the Accept button below) of SCAAP's terms, conditions, and award amount, OJP will initiate an electronic payment in that amount to your bank account of record, as verified through the on-line SCAAP registration process and in accordance with applicable E-Government rules and requirements.

All issues related to the electronic transfer of funds or the bank account of record must be referred to the OCFO Customer Service Center at 800-458-0786. Please allow 15 business days for the electronic payment process to be complete before contacting OCFO. Please have the grant number, amount, and vendor information (noted above) available when you call.

**FY 2014 SCAAP Use of Funds List**

- Construction —
- Construction for inmate housing, inmate programs, prison industries in ADA compliance
- Training/Education for offender —
- Specific trade employment skills
- GED testing
- Job Preparedness
- Training for corrections officers to help manage offender population —
- Bi-lingual language skills
- Less than lethal technology training
- Diversity training

As the CEO or authorized designee of this jurisdiction, I understand the guidelines and requirements as associated with the previous statements and agree to abide by them in all matters involving the FY 2014 State Criminal Alien Assistance Program.



**State Criminal Alien Assistance Program** 2014-H1044-NV-  
AP



OMB Number: 1121-0243  
Expires: 02/29/2004

[SCAAP Help](#)

[GMS Home](#)

[Log Off](#)

Your award acceptance is being processed by OJP. Please allow at least 15 business days for this process to be completed and the awarded funds received by your bank account of record. Questions and problems with drawdown, bank account records or ACH forms should be referred to the OC Customer Service Center at 1-800-458-0786. Thank you.

If you need to correct, update or reprint your ACH information please click on the ACH link below.

[ACH Online Form](#)

**Fiscal Year 2014 SCAAP Use of Funds:**

Disaster preparedness and continuity of operations for corrections facility

**Knowles, Jeanie**

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**From:** Moser, Valerie  
**Sent:** Monday, September 08, 2014 7:53 AM  
**To:** Knowles, Jeanie  
**Subject:** FW: Request for Drawdown Processed

Please make sure the treas team is aware of the amount we will be getting. Thanks

-----Original Message-----

**From:** [helpdesk@ojp.usdoj.gov](mailto:helpdesk@ojp.usdoj.gov) [mailto:[helpdesk@ojp.usdoj.gov](mailto:helpdesk@ojp.usdoj.gov)]  
**Sent:** Monday, September 08, 2014 7:39 AM  
**To:** Humke, David; Moser, Valerie  
**Subject:** Request for Drawdown Processed

Your request for drawdown has been processed for the State Criminal Alien Assistance Program. Funds will be deposited into your jurisdictions' official Office of Justice Programs bank account of record in the next two weeks.