



# BJA FY 20 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

2020-H7554-CA-DJ

[Application](#)[Correspondence](#)Application: Switch to ... ▼**Application Handbook****Overview**[Overview](#)[Applicant Information](#)[Project Information](#)[Budget and Program Attachments](#)[Assurances and Certifications](#)[Review SF 424](#)[Submit Application](#)[Help/Frequently Asked Questions](#)[GMS Home](#)[Log Off](#)

This handbook allows you to complete the application process for applying to the BJA FY 20 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation. At the end of the application process you will have the opportunity to view and print the SF-424 form.

*Type of Submission	<input type="radio"/> Application Construction <input checked="" type="radio"/> Application Non-Construction <input type="radio"/> Preapplication Construction <input type="radio"/> Preapplication Non-Construction	
*Type of Application	If Revision, select appropriate option If Other, specify	New ▼ Type of Revision ▼ <input type="text"/>
*Is application subject to review by state executive order 12372 process?	<input checked="" type="radio"/> Yes This preapplication/application was made available to the state executive order 12372 process for review on July ▼ 14 ▼ 2020 ▼ <input type="radio"/> No Program is not covered by E.O. 12372 <input type="radio"/> N/A Program has not been selected by state for review	

[Save and Continue](#)



# BJA FY 20 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

2020-H7554-CA-DJ

[Application](#)[Correspondence](#)Application: [Switch to ...](#) ▼**Application Handbook****Applicant Information**[Overview](#)

Verify that the following information filled is correct and fill out any missing information. To save changes, click on the "Save and Continue" button.

[Applicant Information](#)

\* - Indicates required field

[Project Information](#)[Budget and Program Attachments](#)[Assurances and Certifications](#)[Review SF 424](#)[Submit Application](#)[Help/Frequently Asked Questions](#)[GMS Home](#)[Log Off](#)

*Is the applicant delinquent on any federal debt? (If Yes is selected, please upload an explanation)	<input type="radio"/> Yes <input checked="" type="radio"/> No
*Employer Identification Number (EIN)	94 - 6000825
*Type of Applicant	County ▼
Type of Applicant (Other):	
*Organizational Unit	Lake County Sheriff's D
*Legal Name (Legal Jurisdiction Name)	County of Lake
*Vendor Address 1	255 N Forbes Street
Vendor Address 2	
*Vendor City	Lakeport
Vendor County/Parish	Lake
*Vendor State	California ▼
*Vendor ZIP	95453 - 0489 Zip+4 Lookup
<b>Please provide Point of Contact Information for matters involving this application</b>	
*Contact Prefix:	Miss ▼
Contact Prefix (Other):	
*Contact First Name:	Mary Beth
Contact Middle Initial:	
*Contact Last Name:	Strong
Contact Suffix:	Select a Suffix ▼
Contact Suffix (Other):	
*Contact Title:	Administrative Manager
*	P.O. Box 489

Contact Address Line 1:			
Contact Address Line 2:	1220 Martin Street		
*Contact City	Lakeport		
Contact County:	Lake		
*Contact State:	California ▼		
*Contact Zip Code:	95453	- 0489	<a href="#">Zip+4 Lookup</a>
*Contact Phone Number:	707	262	4218 Ext:
Contact Fax Number:	707	262	4225
*Contact E-mail Address:	mbs@co.lake.ca.us		<a href="#">Email Help</a>

Save and Continue



# BJA FY 20 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

2020-H7554-CA-DJ

[Application](#)[Correspondence](#)Application: [Switch to ...](#) **Application Handbook****Project Information**[Overview](#)[Applicant  
Information](#)[Project Information](#)[Budget and  
Program  
Attachments](#)[Assurances and  
Certifications](#)[Review SF 424](#)[Submit Application](#)[Help/Frequently  
Asked Questions](#)[GMS Home](#)[Log Off](#)**\*Descriptive Title of Applicant's Project**

FY20 JAG Program

**\*Areas Affected by Project**

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of activities

**Proposed Project****\*Start  
Date**

October

01

2019

**\*End Date**

September

30

2021

**\*Congressional Districts of**

Project

Congressional District 01, CA  
 Congressional District 02, CA  
 Congressional District 03, CA  
 Congressional District 04, CA

**\*Estimated Funding**

Federal

\$ 12898 .00

Applicant

\$ 0 .00

State

\$ 0 .00

Local

\$ 0 .00

Other

\$ 0 .00

Program Income

\$ 0 .00

TOTAL

\$ 12898 .00

[Save and Continue](#)



# BJA FY 20 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

2020-H7554-CA-DJ

[Application](#)[Correspondence](#)Application: 

**Application Handbook** This page allows you to upload the Budget Detail Worksheet, Financial Management and System of Internal Controls Questionnaire (FCQ) form, Program Narrative, and other Program attachments. Click the attach button to continue.

[Overview](#)[Applicant Information](#)

## FCQ Attachment

[Project Information](#)[Budget and Program Attachments](#)[Assurances and Certifications](#)[Review SF 424](#)[Submit Application](#)

In accordance with the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.205, Federal agencies must have in place a framework for evaluating the risks posed by applicants before they receive a Federal award. To facilitate part of this risk evaluation, all applicants are to download, complete, and submit the Financial Management and System of Internal Controls Questionnaire.

For your convenience your most recently submitted FCQ Form is attached below. Please review it for accuracy. If you need to make changes, please submit an updated [FCQ form](#), that will replace your most recently submitted FCQ Form.

<a href="#">Most Recently Submitted FCQ form</a>	<a href="#">Update FCQ</a>
--	----------------------------

[Help/Frequently Asked Questions](#)

## Budget and other Program Attachments

[GMS Home](#)[Log Off](#)

<a href="#">budget 07142020.pdf</a>	<a href="#">Delete</a>
<a href="#">Project Abstract.pdf</a>	<a href="#">Delete</a>
<a href="#">Disclosure of pending applications.2020.docx</a>	<a href="#">Delete</a>
<a href="#">FY20 Disclosure of Lobbying Activities Form(SF-LLL) (005).pdf</a>	<a href="#">Delete</a>
Click on the Attach Button to upload an attachment	<a href="#">Attach</a>

[Continue](#)

Your file has been successfully attached, but the application has not been submitted to OJP. Please continue with your application.

Please download the latest version of [Adobe Acrobat Reader®](#).



**BJA FY 20 Edward Byrne Memorial Justice Assistance  
Grant (JAG) Program - Local Solicitation**

2020-H7554-CA-DJ



**Financial Management and System of Internal Controls Questionnaire**

Form Submitted On: Tue May 12 18:17:04 EDT 2020

#	Question	Provided Response
1.	Name of Organization and Address: Organization Name:	Lake County Sheriff's Department
	Street1:	P.O. Box 489
	Street2:	-
	City:	Lakeport
	State:	CALIFORNIA
	Zip Code:	95453
2.	Authorized Representative's Name and Title: Prefix:	-
	First Name:	Moke
	Middle Name:	-
	Last Name:	Simon
	Suffix:	-
	Title:	Chairperson, Board of Supervisors
3.	Phone:	707 263 2368
4.	Fax:	7072632207
5.	Email:	moke.simon@lakecountycal.gov
6.	Year Established:	1960
7.	Employer Identification Number (EIN):	946000825
8.	DUNS Number:	113350339
9. a)	Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 of U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)?	No
9. b)	Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?	No
9. c)	With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?	No

10.	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [OMB A-133 Single Audit]	Yes
	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [Financial Statement Audit]	-
	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [Defense Contract Agency Audit (DCAA)]	-
	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [Other Audit]	-
	Other Audit Agency (list type of audit)	-
	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [None]	-
11.	Most Recent Audit Report Issued:	-
	Name of Audit Agency/Firm:	-
12.	On the most recent audit, what was the auditor's opinion?	-
	Enter the number of findings (if none, enter "0"):	-
	Enter the dollar amount of questioned costs (if none, enter "\$0"):	-
	Were material weaknesses noted in the report or opinion?	-
13.	Which of the following best describes the applicant entity's accounting system:	Combination
14.	Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately separately for each Federal award?	Yes
15.	Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?	Yes
16.	Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?	Yes
17.	Does the applicant entity's accounting system have the capability to accurately track employee actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?	Yes

18.	Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?	Yes
19.	Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R. Part 200?	-
20.	Does the applicant entity's property management system (s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) where holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?	Yes
21.	Does the applicant entity maintain written policies and procedures for procurement transaction that - (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?	Yes
22. a)	Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?	Yes
22. b)	Does the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?	Yes
23.	Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended or debarred sub-grantees and contractors, prior to award?	Yes
24. (a)	Does the applicant entity maintain a standard travel policy?	Yes



24. (b)	Does the applicant entity adhere to the Federal Travel Regulation (FTR)?	No
25.	Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award - (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?	N/A
26.	Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?	N/A
27.	Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual that is suspended or debarred from such subawards?	N/A
28.	Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)	No
(a)	Name(s) of the federal awarding agency:	-
(b)	Date(s) the agency notified the applicant entity of the "high risk" designation:	-
(c)	Contact information for the "high risk" point of contact at the federal agency:	-
	Phone:	-
	Email:	-
(d)	Reason for "high risk" status, as set out by the federal agency:	-
Cert.	Name:	Moke Simon
	Date:	04-16-2020
	Title:	Chairman
	Other:	-
	Phone:	707-263-2368

[Close this window](#)



## General Instructions & Resources

### [View Budget Summary](#)

OMB APPROVAL NO.: 1121-0329  
EXPIRES 7/31/2016

#### Budget Detail Worksheet

- (1) **Purpose:** The Budget Detail Worksheet is provided for your use in the preparation of the budget and budget narrative. All required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be left blank. Indicate any non-federal( match ) amount in the appropriate category, if applicable.
- (2) For each budget category, you can see a sample by clicking (To **View an Example, Click Here**) at the end of each description.
- (3) There are various hot links listed in red in the budget categories that will provide additional information via documents on the internet.
- (4) **Record Retention:** In accordance with the requirements set forth in **2 CFR Part 200.333** , all financial records, supporting documents, statistical records, and all other records pertinent to the award shall be retained by each organization for at least three years following the closure of the audit report covering the grant period.
- (5) The information disclosed in this form is subject to the Freedom of Information Act under 5 U.S.C. 55.2.

**A. Personnel** – List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives. (*Note: Use whole numbers as the percentage of time, an example is 75.50% should be shown as 75.50*) [To View an Example, Click Here](#)

**PERSONNEL (FEDERAL)**

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
Sylvia Pascoe	Records Technician	\$15.15	Hour	100.00	803	\$12,165
FEDERAL TOTAL						\$12,165

**PERSONNEL NARRATIVE (FEDERAL)**

Grant funding for this program totals \$12,898. These monies will provide the funds needed for the review of cold case files which will focus on untested forensic evidence processing. Additional costs will be funded by the Sheriff's Office thru the use of County general fund monies. These monies will provide the funds needed for the review of cold case files which will focus on untested forensic evidence processing. Additional costs will be funded by the Sheriff's Office thru the use of County general fund monies.

**PERSONNEL (NON-FEDERAL)**

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
			Year			\$0
NON-FEDERAL TOTAL						\$0

**PERSONNEL NARRATIVE (NON-FEDERAL)**

Grant funding for this program totals \$12,898. These monies will provide the funds needed for the review of cold case files which will focus on untested forensic evidence processing. Additional costs will be funded by the Sheriff's Office thru the use of County general fund monies.

TOTAL PERSONNEL	\$12,165
-----------------	----------

**B. Fringe Benefits** – Fringe benefits should be based on actual known costs or an approved negotiated rate by a Federal agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation and Unemployment Compensation. (Note: Use decimal numbers for the fringe benefit rates, an example is 7.65% should be shown as .0765) [To View an Example, Click Here](#)

**FRINGE BENEFITS (FEDERAL)**

Description	Computation		Cost
	Base	Rate	
FICA	\$335.00	1	\$335
FEDERAL TOTAL			\$335

**FRINGE BENEFITS NARRATIVE (FEDERAL)**

Grant funding for this program totals \$12,898. These monies will provide the funds needed for the review of cold case files which will focus on untested forensic evidence processing. Additional costs will be funded by the Sheriff's Office thru the use of County general fund monies.

FRINGE BENEFITS (NON-FEDERAL)

Description	Computation		Cost
	Base	Rate	
			\$0
NON-FEDERAL TOTAL			\$0

FRINGE BENEFITS NARRATIVE (NON-FEDERAL)

TOTAL FRINGE BENEFITS	\$335

C. **Travel** – Itemize travel expenses of staff personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expenditure in reference to the project objectives. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known; or if unknown, indicate “location to be determined.” Indicate source of Travel Policies applied Applicant or Federal Travel Regulations. Note: Travel expenses for consultants should be included in the “Contractual/Consultant” category. [To View an Example, Click Here](#)

**TRAVEL (FEDERAL)**

Purpose of Travel	Location	Computation							Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	Cost	
		Lodging		Night				\$0.00	
		Meals		Day				\$0.00	
		Mileage		Mile				\$0.00	
		Transportation:							
				Round-trip				\$0.00	
		Local Travel						\$0.00	
		Other							
		in house						\$0.00	
		Subtotal						\$0.00	
FEDERAL TOTAL								\$0	

**TRAVEL NARRATIVE (FEDERAL)**

3% of this grant funding will be utilized to assist Records staff in NIBRS training. Hopefully it can be done in house, if not, staff will be sent to the nearest training site.

TRAVEL (NON-FEDERAL)

Purpose of Travel	Location	Computation							Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	Cost	
		Lodging		Night				\$0.00	
		Meals		Day				\$0.00	
		Mileage		Mile				\$0.00	
		Transportation:							
				Reound-trip				\$0.00	
		Local Travel						\$0.00	
		Other							
								\$0.00	
		Subtotal						\$0.00	
NON-FEDERAL TOTAL								\$0	

TRAVEL NARRATIVE (NON-FEDERAL)

TOTAL TRAVEL \$0



D. **Equipment** – List non-expendable items that are purchased (Note: Organization’s own capitalization policy for classification of equipment should be used). Expendable items should be included in the “Supplies” category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Rented or leased equipment costs should be listed in the “Contractual” category. Explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. To View an Example, Click Here

**EQUIPMENT (FEDERAL)**

Item	Computation		Cost
	Quantity	Cost	
			\$0
FEDERAL TOTAL			\$0

**EQUIPMENT NARRATIVE (FEDERAL)**

**EQUIPMENT (NON-FEDERAL)**

Item	Computation		Cost
	Quantity	Cost	
			\$0
NON-FEDERAL TOTAL			\$0

**EQUIPMENT NARRATIVE (NON-FEDERAL)**

TOTAL EQUIPMENT	\$0
-----------------	-----

E. **Supplies** – List items by type (office supplies, postage, training materials, copying paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

To View an Example, [Click Here](#)

**SUPPLIES (FEDERAL)**

Supply Items	Computation		Cost
	Quantity/Duration	Cost	
			\$0
FEDERAL TOTAL			\$0

**SUPPLIES NARRATIVE (FEDERAL)**

**SUPPLIES (NON-FEDERAL)**

Supply Items	Computation		Cost
	Quantity/Duration	Cost	
			\$0
NON-FEDERAL TOTAL			\$0

**SUPPLIES NARRATIVE (NON-FEDERAL)**

TOTAL SUPPLIES	\$0

**F. Construction** -- Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Minor repairs and renovations should be classified in the "other" category. Consult with the program office before budgeting funds in this category. [To View an Example, Click Here](#)

**CONSTRUCTION (FEDERAL)**

Purpose	Description of Work	Cost
	FEDERAL TOTAL	\$0

**CONSTRUCTION NARRATIVE (FEDERAL)**

**CONSTRUCTION (NON-FEDERAL)**

Purpose	Description of Work	Cost
NON-FEDERAL TOTAL		\$0

**CONSTRUCTION NARRATIVE (NON-FEDERAL)**

TOTAL CONSTRUCTION
\$0

**G. Consultants/Contracts** – Indicate whether applicant’s formal, written Procurement Policy or the Federal Acquisition Regulations are followed.  
**Consultant Fees:** For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$650 per day or \$81.25 per hour require additional justification and prior approval from OJP. [To View an Example, Click Here](#)

**CONSULTANT FEES (FEDERAL)**

Name of Consultant	Service Provided	Computation			Cost
		Fee	Basis	Quantity	
			8 Hour Day		\$0
SUBTOTAL					\$0

**CONSULTANT FEES NARRATIVE (FEDERAL)**

**CONSULTANT FEES (NON-FEDERAL)**

Name of Consultant	Service Provided	Computation			Cost
		Fee	Basis	Quantity	
			8 Hour Day		\$0
SUBTOTAL					\$0

**CONSULTANT FEES NARRATIVE (NON-FEDERAL)**



**Consultant Expenses:** List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.). This includes travel expenses for anyone who is not an employee of the applicant such as participants, volunteers, partners, etc.

**CONSULTANT EXPENSES (FEDERAL)**

Purpose of Travel	Location	Computation							Cost	
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	Cost		
		Lodging		Night				\$0.00		
		Meals		Day				\$0.00		
		Mileage		Mile				\$0.00		
		Transportation:		Round-trip				\$0.00		
		Local Travel						\$0.00		
		Other								
		training								
		Subtotal						\$0.00		
		SUBTOTAL								\$0
		FEDERAL TOTAL								\$0

**CONSULTANT EXPENSES NARRATIVE (FEDERAL)**

**CONSULTANT EXPENSES (NON-FEDERAL)**

Purpose of Travel	Location	Computation							Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	Cost	
		Lodging		Night				\$0.00	
		Meals		Day				\$0.00	
		Mileage		Mile				\$0.00	
		Transportation:							
				Round-trip				\$0.00	
		Local Travel						\$0.00	
		Other							
								\$0.00	
		Subtotal							\$0.00
SUBTOTAL								\$0	
NON-FEDERAL TOTAL								\$0	

**CONSULTANT EXPENSES NARRATIVE (NON-FEDERAL)**

TOTAL CONSULTANTS	\$0

**Contracts:** Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$150,000. A sole source contract may not be awarded to a commercial organization that is ineligible to receive a direct award. Note: This budget category may include subawards.

**CONTRACTS (FEDERAL)**

Item		Cost
FEDERAL TOTAL		\$0

**CONTRACTS NARRATIVE (FEDERAL)**

CONTRACTS (NON-FEDERAL)

Item	Cost
NON-FEDERAL TOTAL	\$0

CONTRACTS NARRATIVE (NON-FEDERAL)

--

TOTAL CONTRACTS	\$0
TOTAL CONSULTANTS/CONTRACTS	\$0

**H. Other Costs** – List items (e.g., rent ( arms-length transaction only ), reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent or provide a monthly rental cost and how many months to rent. The basis field is a text field to describe the quantity such as square footage, months, etc. [To View an Example, Click Here](#)

**OTHER COSTS (FEDERAL)**

Description	Computation			Cost
	Quantity	Basis	Cost	
NIBRS training	11	employees	\$36.18	\$398
FEDERAL TOTAL				\$398

**OTHER COSTS NARRATIVE (FEDERAL)**

Monies in the amount of \$389 (3% set aside) are available for training approximately 11 employees. Additional staff will be trained with non grant monies.



**I. Indirect Costs** – Indirect costs are allowed if the applicant has a Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement ), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency , or the applicant may elect to charge a de minimis rate of 10% of modified total direct costs as indicated in 2 CFR Part 200.414f . If the applicant's accounting system permits, costs may be allocated in the direct cost categories. (Use whole numbers as the indirect rate, an example is an indirect rate of 15.73% should be shown as 15.73) To View an Example, Click Here

**INDIRECT COSTS (FEDERAL)**

Description	Computation		Cost
	Base	Rate	
			\$0
FEDERAL TOTAL			\$0

**INDIRECT COSTS NARRATIVE (FEDERAL)**

INDIRECT COSTS (NON-FEDERAL)

Description	Computation		Cost
	Base	Rate	
			\$0
NON-FEDERAL TOTAL			\$0

INDIRECT COSTS NARRATIVE (NON-FEDERAL)

TOTAL INDIRECT COSTS	\$0
----------------------	-----



**Budget Summary** – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project.

Budget Category	Federal Request	Non-Federal Amounts	Total
A. Personnel	\$12,165	\$0	\$12,165
B. Fringe Benefits	\$335	\$0	\$335
C. Travel	\$0	\$0	\$0
D. Equipment	\$0	\$0	\$0
E. Supplies	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0
G. Consultants/Contracts	\$0	\$0	\$0
H. Other	\$398	\$0	\$398
Total Direct Costs	\$12,898	\$0	\$12,898
I. Indirect Costs	\$0	\$0	\$0
<b>TOTAL PROJECT COSTS</b>	<b>\$12,898</b>	<b>\$0</b>	<b>\$12,898</b>

<b>Federal Request</b>	<b>\$12,898</b>
<b>Non-Federal Amount</b>	<b>\$0</b>
<b>Total Project Cost</b>	<b>\$12,898</b>

*Public Reporting Burden*

*Paperwork Reduction Act Notice: Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a current valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this application is four (4) hours per application. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write the Office of Justice Programs, Office of the Chief Financial Officer, 810 Seventh Street, NW, Washington, DC 20531; and to the Public Use Reports Project, 1121-0188, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.*

**NOTE: You must click on the "Accept" button at the bottom of the page before closing this window**



OMB APPROVAL  
NUMBER 1121-0140

EXPIRES 05/31/2019

## U.S. DEPARTMENT OF JUSTICE

### CERTIFIED STANDARD ASSURANCES

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

- (1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
- (2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.
- (3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--
  - a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
  - b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
  - c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.
- (4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--
  - a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
  - b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;
  - c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
  - d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

(5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

(6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(9) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self-Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(10) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Accept

**NOTE: You must click on the "Accept" button at the bottom of the page before closing this window**

## U.S. DEPARTMENT OF JUSTICE

### **CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

#### **1. LOBBYING**

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

#### **2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction", as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)), unless such disclosure has already been made.

### 3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

### 4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

#### 5. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382 (c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Accept

BJA FY 20 Edward Byrne Memorial Justice Assistance  
Grant (JAG) Program - Local Solicitation

2020-H7554-CA-DJ

[Application](#)[Correspondence](#)Application:  ▼**Application Handbook****Assurances and Certifications**[Overview](#)**The following problems were found:**[Applicant  
Information](#)

- You need to read and accept all assurances.
- You need to read and accept all certifications.

[Project Information](#)

To the best of my knowledge and belief, all data in this application/preapplication is true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.

[Budget and  
Program  
Attachments](#)
[Assurances and  
Certifications](#)

Your typed name, in lieu of your signature represents your legal binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the following:

[Review SF 424](#)[Submit Application](#)

1. [Assurances](#)
2. [Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace requirements.](#)

[Help/Frequently  
Asked Questions](#)

If you are an applicant for any Violence Against Women grants, this includes the Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act.

[GMS Home](#)[Log Off](#)

\* - Indicates required field

*Prefix:	<input type="text" value="Chairman"/> ▼
Prefix (Other):	<input type="text"/>
*First Name:	<input type="text" value="Moke"/>
Middle Initial:	<input type="text"/>
*Last Name:	<input type="text" value="Simon"/>
Suffix	<input type="text" value="Suffix:"/> ▼
Suffix (Other):	<input type="text"/>
*Title:	<input type="text" value="Chairman, Board of Su"/>
*Address Line 1:	<input type="text" value="255 N Forbes Street"/>
Address Line 2:	<input type="text"/>
*City:	<input type="text" value="Lakeport"/>
County:	<input type="text" value="Lake"/>

*State:	California ▼		
*Zip Code:	95453	-0489	<a href="#">Zip+4 Lookup</a>
*Phone:	707	-262	-4218 Ext : <input type="text"/>
Fax:	707	-262	-4220
*E-mail:	<input type="text" value="mbs@co.lake.ca.us"/> <a href="#">Email Help</a>		
<p>* <input checked="" type="checkbox"/> I have examined the information provided here regarding the signing authority and certify it is accurate. I am the signing authority, or have been delegated or designated formally as the signing authority by the appropriate authority of official, to provide the information requested throughout this application system on behalf of this jurisdiction. Information regarding the signing authority, or the delegation of such authority, has been placed in a file and is available on-site for immediate review.</p>			



BJA FY 20 Edward Byrne Memorial Justice Assistance  
Grant (JAG) Program - Local Solicitation

2020-H7554-CA-DJ

[Application](#)[Correspondence](#)Application: **Review SF-424** [Print a Copy](#)**Application Handbook**[Overview](#)[Applicant  
Information](#)[Project Information](#)[Budget and  
Program  
Attachments](#)[Assurances and  
Certifications](#)[Review SF 424](#)[Submit Application](#)[Help/Frequently  
Asked Questions](#)[GMS Home](#)[Log Off](#)

<b>APPLICATION FOR FEDERAL ASSISTANCE</b>	<b>2. DATE SUBMITTED</b>	<b>Applicant Identifier</b>
<b>1. TYPE OF SUBMISSION</b> Application Non-Construction	<b>3. DATE RECEIVED BY STATE</b>	<b>State Application Identifier</b>
	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	<b>Federal Identifier</b>
<b>5. APPLICANT INFORMATION</b>		
<b>Legal Name</b> County of Lake	<b>Organizational Unit</b> Lake County Sheriff's Department	
<b>Address</b> 255 N Forbes Street Lakeport, California 95453-0489	<b>Name and telephone number of the person to be contacted on matters involving this application</b>  Strong, Mary Beth (707) 262-4218	
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN)</b> 94-6000825	<b>7. TYPE OF APPLICANT</b> County	
<b>8. TYPE OF APPLICATION</b> New	<b>9. NAME OF FEDERAL AGENCY</b> Bureau of Justice Assistance	
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE</b>  NUMBER: 16.738 CFDA Edward Byrne Memorial Justice Assistance TITLE: Grant Program	<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT</b>  FY20 JAG Program	
<b>12. AREAS AFFECTED BY PROJECT</b>  The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of activities prevent and control crime based on their own state and local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, including for any one or more of the following program areas: 1) law enforcement programs; 2) prosecution and court programs; 3) prevention and education programs; 4) corrections and community corrections programs; 5) drug treatment and enforcement programs; 6) planning, evaluation and technology improvement programs; and 7) crime victim and witness programs (other than compensation). The Lake County Sheriff's Department will use the FY20/21 JAG funds to continue to review and process cold case files and related forensic evidence.		
<b>13. PROPOSED PROJECT</b> Start Date: October 01, 2019 End Date: September 30, 2021		<b>14. CONGRESSIONAL DISTRICTS OF</b>  a. Applicant

		b. Project	CA05
<b>15. ESTIMATED FUNDING</b>		<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>	
Federal	\$12,898	This preapplication/application was made available to the state executive order 12372 process for review on 07/14/2020	
Applicant	\$0		
State	\$0		
Local	\$0		
Other	\$0		
Program Income	\$0	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>	
TOTAL	\$12,898		
<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.</b>			


**BJA FY 20 Edward Byrne Memorial Justice Assistance  
Grant (JAG) Program - Local Solicitation**

2020-H7554-CA-DJ


**Financial Management and System of Internal Controls Questionnaire**

Form Submitted On: Tue May 12 18:17:04 EDT 2020

#	Question	Provided Response
1.	Name of Organization and Address: Organization Name:	Lake County Sheriff's Department
	Street1:	P.O. Box 489
	Street2:	-
	City:	Lakeport
	State:	CALIFORNIA
	Zip Code:	95453
2.	Authorized Representative's Name and Title: Prefix:	-
	First Name:	Moke
	Middle Name:	-
	Last Name:	Simon
	Suffix:	-
	Title:	Chairperson, Board of Supervisors
3.	Phone:	707 263 2368
4.	Fax:	7072632207
5.	Email:	moke.simon@lakecountycal.gov
6.	Year Established:	1960
7.	Employer Identification Number (EIN):	946000825
8.	DUNS Number:	113350339
9. a)	Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 of U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)?	No
9. b)	Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?	No
9. c)	With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?	No

10.	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [OMB A-133 Single Audit]	Yes
	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [Financial Statement Audit]	-
	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [Defense Contract Agency Audit (DCAA)]	-
	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [Other Audit]	-
	Other Audit Agency (list type of audit)	-
	Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply): [None]	-
11.	Most Recent Audit Report Issued:	-
	Name of Audit Agency/Firm:	-
12.	On the most recent audit, what was the auditor's opinion?	-
	Enter the number of findings (if none, enter "0"):	-
	Enter the dollar amount of questioned costs (if none, enter "\$0"):	-
	Were material weaknesses noted in the report or opinion?	-
13.	Which of the following best describes the applicant entity's accounting system:	Combination
14.	Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately separately for each Federal award?	Yes
15.	Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?	Yes
16.	Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?	Yes
17.	Does the applicant entity's accounting system have the capability to accurately track employee actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?	Yes

18.	Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?	Yes
19.	Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R. Part 200?	-
20.	Does the applicant entity's property management system (s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) where holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?	Yes
21.	Does the applicant entity maintain written policies and procedures for procurement transaction that - (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?	Yes
22. a)	Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?	Yes
22. b)	Does the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?	Yes
23.	Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended or debarred sub-grantees and contractors, prior to award?	Yes
24. (a)	Does the applicant entity maintain a standard travel policy?	Yes

24. (b)	Does the applicant entity adhere to the Federal Travel Regulation (FTR)?	No
25.	Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award - (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?	N/A
26.	Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?	N/A
27.	Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual that is suspended or debarred from such subawards?	N/A
28.	Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)	No
(a)	Name(s) of the federal awarding agency:	-
(b)	Date(s) the agency notified the applicant entity of the "high risk" designation:	-
(c)	Contact information for the "high risk" point of contact at the federal agency:	-
	Phone:	-
	Email:	-
(d)	Reason for "high risk" status, as set out by the federal agency:	-
Cert.	Name:	Moke Simon
	Date:	04-16-2020
	Title:	Chairman
	Other:	-
	Phone:	707-263-2368
		Close this window