

**APPLICATION FOR**

1. TYPE OF SUBMISSION Application Non-Construction		2. DATE SUBMITTED 05/18/2009	APPLICATION IDENTIFIER
		3. DATE RECEIVED BY STATE	STATE APPLICATION IDENTIFIER
		4. DATE RECEIVED BY FEDERAL AGENCY	FEDERAL IDENTIFIER
5. APPLICANT INFORMATION			
Legal Name Charlotte County		Organizational Unit Budget and Administrative Services Department	
Address (city, state, and zip code) 18500 Murdock Circle Budget Office Port Charlotte, Florida 33948-1068		Name and telephone number of the person to be contacted on matters involving this application  William Taylor (941) 743-1540	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 59-6000541		7. TYPE OF APPLICANT County	
8. TYPE OF APPLICATION New		9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE Number: 16.804 CFDA Title: 16.804 - Recovery Act - Justice Assistance Grants - Localities		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT Charlotte County Recovery and Technology Initiative	
12. AREAS AFFECTED BY PROJECT Charlotte County			
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICT(S) OF	
Start Date: 10/01/2009	Ending Date: 09/30/2012	a. Applicant FL13	b. Project FL13,FL14,FL16
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$275,631	Program has not been selected by state for review	
b. Applicant	\$0		
c. State	\$0		
d. Local	\$0		
e. Other	\$0		
f. Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
g. Total	\$275,631	N	
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 THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.			
a. Typed Name of Authorized Representative Robert Starr		b. Title Chairman	c. Telephone number (941) 743-1300
d. Signature of Authorized Representative		e. Date Signed	

Previous Editions Not Usable

Standard Form 424 (Rev 4-88)  
Prescribed by OMB Circular A-102

This application for funding has been advertised on the County's public website as of April 27, 2009 for public review and comment. The name, address, phone number and email of the grant coordinator was included in this public notice with an invitation for comment. In addition, this application has been distributed for review by each Commissioner and the County Administrator as of April 27, 2009.

Applicant's Name: Charlotte County, Florida

Project Title: Charlotte County Recovery and Technology Initiative

The goals of the project are to (1) increase the efficiency and effectiveness of our finger print evidence by acquiring the equipment necessary to participate in a regional finger print database that has proven to greatly increase the number of positive hits for other law enforcement agencies in our region, (2) enhance our ability to collect intelligence on vehicles and their registered owners who frequent problematic areas of concern and criminal activity by purchasing Veriplate license plate recognition equipment and software, (3) increase the quality and effectiveness of our in-car video recorders by replacing the current analog equipment with digital equipment, (4) continue our very successful Neighborhood Accountability Program which has diverted about 10% of the juvenile cases from the court system and greatly reduced crime recurrence for the juveniles in the program by saving the job of our Neighborhood Accountability Board coordinator whose grant funding is expiring and (5) expedite Specialty Court cases and ensure people are out of jail and into treatment as quickly as possible after arrest by creating a new job for an adult Court Coordinator.

Major deliverables include AFIX Technologies Automated Fingerprint & Palm ID System for approximately \$47,150, Veriplate License Plate Recognition Equipment & Software for approximately \$68,140, five digital in-car video systems for approximately \$24,750 including installation, shipping & handling and additional compact flash storage media and 2.0 full-time positions preserved that would have been eliminated due to expiring grants not being renewed.

William Taylor from the Charlotte County Budget and Administrative Services Department will be coordinating the grant for the various departments and agencies involved. All grant fund requests will be handled by the Budget and Administrative Services Department on a reimbursement basis. William Taylor will also be monitoring grant progress and submitting grant reports.

## **Program Narrative:**

The Charlotte County Board of County Commissioners (CCBCC) grant proposal is designed to significantly enhance the effectiveness of our Criminal Justice System as well as to preserve jobs. This will be accomplished through the purpose areas of planning, evaluation, and technology improvement programs as well as prevention and education programs.

The CCBCC will be totally responsible for all funds received and expended from this grant. All funds received will remain with the CCBCC and all expenditures will be paid directly by the CCBCC. Funds will be requested from this grant on a reimbursement basis only. All related accounting records will be received and maintained by the CCBCC. A unique and totally separate project will be set up in the CCBCC project accounting system to track all receipt and expenditures of funds for this grant so they are not commingled with funds from any other source.

The **first part** of this grant proposal relates to the purpose area of ***Planning, Evaluation, and Technology Improvement Programs***. The need to properly identify potential suspects, either through intelligence gathering or through the matching of fingerprints, has become essential to the successful prosecution of criminal offenders. With the advent of improved information technologies, law enforcement officials have been able to process information and data more efficiently than ever before. In order to process this information and make positive hits from data obtained, the Charlotte County Sheriff's Office seeks to implement two pieces of equipment which shall improve the efficiency of data processing; 1) AFIX Tracker/Motorola Live-Scan Interface Software and equipment and 2) Veriplate License Plate Recognition Equipment and Software. Also the Punta Gorda Police Department seeks to purchase digital recording equipment for patrol cars (five units).

### **1) AFIX Tracker/Motorola Live-Scan Interface Software and Equipment**

Establishing a local fingerprint database has become a major priority for law enforcement agencies throughout the country. Agencies in our jurisdictional region and around the state have established their own local databases whereby fingerprints and latent prints can be stored locally, uploaded to a data warehouse where regional jurisdictions can query suspect prints to those housed in the data warehouse. Agencies like Lee County Sheriff's Office, Fort Myers Police Department, Collier County Sheriff's Office, and Cape Coral Police Department are among those agencies who currently share their fingerprint data in a consortium. Going to a regional data consortium provides many benefits to the Sheriff's Office; a) it is affordable for the agency to implement, b) the quality of the prints are much better than those sent to the Florida Department of Law Enforcement (FDLE), c) results of the query can be received faster than when they are sent to FDLE, and d) a newly designed comprehensive palm print can be examined. As more fingerprint and latent print data are entered into the data warehouse, the probability of making a positive match with local suspects

becomes greater. An example of AFIX Software success is that in one year, the Cape Coral Police Department received 98 positive hits with the system which, by contrast, they only received 4 positive hits when using conventional systems.

The Charlotte County Sheriff's Office has a fully functional Crime Scene/Forensics Unit whose responsibilities are to collect and process forensic evidence in criminal cases. Dr. Ivan Kiselev, the Crime Scene Supervisor, has over 20 years of experience in crime scene, laboratory, and fingerprint processing. In calendar year 2008, the Crime Scene Unit processed 2,375 crime scenes and vehicles, with 119 positive identifications stemming from laboratory processing.

Upon approval of this application, the Crime Scene Unit shall request a purchase order for the AFIX Fingerprint Recognition equipment. Upon receipt, usually within six weeks, and after acclimatization to the new equipment, the Crime Scene Unit will begin submitting pieces of fingerprint evidence to AFIX for comparisons.

## 2) Veriplate License Plate Recognition Equipment and Software

With an increase in the number of offenders and subjects who reside outside of Charlotte County, the Sheriff's Office needs to gather and analyze critical intelligence information more efficiently. By implementing and utilizing the Veriplate License Plate Recognition Software and Equipment, members of the Sheriff's Office's Intelligence Unit, along with other key stakeholders, can gather intelligence information on vehicles and their registered owners who frequent problematic areas of concern and criminal activity. Historically, this type of operation was conducted on an as needed basis, with coordinated teams gathering and processing the intelligence. By using the Veriplate License Plate Recognition Software and Equipment, the strain on manpower and resources should be diminished while simultaneously making the operations and data gathering more efficient. Veriplate License Plate Recognition Software and Equipment can be used to target specific vehicles of interest and wanted persons associated with that vehicle whereby the system will alert the user to a positive hit. If this equipment is utilized to its maximum potential, the Sheriff's Office should see an increase in intelligence gathering, higher quality and accuracy of information being processed, and a reduction in manpower.

As of 2004, the Charlotte County Sheriff's Office has implemented a Traffic Safety Unit to monitor and enforce Florida traffic laws throughout the County along with a Criminal Intelligence Unit whose purpose is to process and analyze intelligence information and data for operational units. Sergeants Ken Roguska and Michael Casarella, veterans of the Sheriff's Office with a combined 30 years of law enforcement experience, will utilize the license plate recognition equipment for both traffic enforcement and data/intelligence gathering in support of organizational goals and objectives.

Upon approval of this application, the Law Enforcement Bureau shall request a purchase order for the Veriplate License Plate Recognition Equipment and Software. Upon receipt, usually within six weeks, and after acclimatization to the new equipment, the Criminal Intelligence Unit will begin operations in intelligence gathering utilizing this equipment.

### 3) Digital Audio/Video Recording Systems for Marked Police Patrol Units.

Over the last 42 months of the Punta Gorda Police Department's In-Car Video/Audio program, the use of analog videotapes has become increasingly problematic. As the videotapes were recycled back into use, a consistent degradation of quality was observed. Upon playback, analog videotapes have shown signs of shadowing, a phenomenon which produces ghost images on tapes that are recycled consistently. The inability to produce effective recordings has been a factor in several recent cases that could have had a more favorable outcome or at least been easier to prove had digital in-car video recorders been available. The State Attorney's Office of the 20th Judicial Circuit strongly urges the collection of video evidence in criminal prosecutions. Adequate electronic tape erasure devices cost thousands of dollars, new tapes are expensive, and with the continued law enforcement migration to digital technology, fewer vendors are willing to service analog video systems using 20-year-old analog technology. Additionally, daily administration and management of the analog videotape system has become cumbersome and inefficient. The rotating cycle of analog tapes has resulted in continued depositing, logging in, transferring, erasing, and recycling of these tapes by various agency personnel. For management to access and view a recording, the actual tape must be retrieved from evidence manually and the Evidence Custodian must either sign-out the tape or copy it for administrative review. This labor-intensive system is both inefficient and unnecessary when compared to digital technology, and in a time when resources are extremely thin, increasingly problematic.

With the conversion to digital recording technology, officers making traffic stops and responding to in-progress calls will be able to record details of their activities more accurately and create a lasting record of events that will ultimately protect the officer and the municipality. Current digital systems provide a platform for individual officers to upload the recorded data to a designated network server. The server then provides a virtual storage system in which administrators with authorized access can retrieve and view the recording immediately. The digital recording is pristine, clear, and can be transmitted within seconds.

In 2007, the Punta Gorda Police Department embarked upon a project to convert from an analog in-car audio/video recording format to a digital audio/video recording format for marked police patrol units that is made in the United States of America. The project has continued but has been hampered by lack of available general revenue funding and a reduction in sales tax revenue. Approval of grant funding for this project will help to stabilize the local

government budget, in order to minimize and avoid reductions in essential services and counterproductive local tax increases.

This project will continue to provide for the Punta Gorda Police Department's conversion from an analog in-car audio/video recording format to a digital audio/video recording format for marked police patrol units. The conversion program was begun in 2007 and this project will continue department efforts. The project will provide for the purchase and installation of five (5) digital in-car video systems which, when coupled with previous purchases will result in 40% of the department's marked police vehicle fleet being equipped with digital in-car video systems.

The hardware will provide digital audio/video recording capability and is fully compatible with software that was previously purchased as part of the conversion program. The project will also enable the department to seek funding sources for the future acquisition of digital recording equipment for uniformed patrol personnel.

Upon approval of this grant application the five (5) digital in-car video systems can be purchased and installed within 180 days. This timeframe can be met as the department and the manufacturer/vendor have a pre-existing relationship from the earlier system purchases, the procurement process already accommodates this manufacturer/vendor, and the manufacturer/vendor is an American company thereby facilitating rapid customer service response and enabling the department to meet one of the stated goals of the Recovery Act; namely "preserve jobs and promote economic recovery".

The **second part** of our grant proposal relates to the purpose area of ***Prevention and Education Programs***. Funds will also save two jobs.

#### 1) Neighborhood Accountability Board (NAB)

Charlotte County has over 23,000 youth, and the youth population is growing at an annual rate of approximately 5.2%. Most of Charlotte County youth will not commit delinquent acts; however, in 2006 alone there were 1,009 juvenile arrests in Charlotte County. Priority risk factors to be addressed in the Charlotte County NAB include lack of commitment to school and favorable attitudes toward problem behaviors. The Charlotte County NAB will target the three communities identified by the Florida Department of Juvenile Justice as high delinquency referral areas (zip codes 33952, 33948 and 33954). The demographics of these neighborhoods resemble our overall county demographics which is comprised of 90% Non-Hispanic white, 4.9% Non-Hispanic black, 3.7% Hispanic, and 1.4% other races. The Charlotte County NAB will target juvenile offenders that are between ten years old and seventeen years old that have committed non-violent delinquent acts.

The Charlotte County Neighborhood Accountability Program will divert approximately 10% of the juvenile cases from the court system in FY 2009, 2010, and 2011 which will alleviate the already congested court dockets. Utilizing funds received from the Justice Assistance Grant (JAG) program in coordination with state prevention funding (license plate funds) and local funding we will be able to preserve the role of the NAB Coordinator. The foundation of the NAB is the coordination, networking and case management of needed services to an individual and / or family.

A juvenile offender is referred to the NAB coordinator from the local Department of Juvenile Justice (DJJ) office. The initial pre-conference includes conducting home visits to complete the Social History which will provide the coordinator the opportunities to identify any other factors or issues that need to be addressed that the DJJ intake interview did not identify. The Restorative Justice conference, also called the Neighborhood Accountability Board Meeting is facilitated by the coordinator, who is a trained restorative group conferencing facilitator and includes participation from the victim, the offending juvenile and his/her family, and the community. The ultimate goal is to address the harm caused by the crime and to repair the damage that crime has caused all parties involved in a comprehensive Case Plan. Substance abuse issues, when appropriate, will be addressed as a part of the Case plan. As a part of the Case Plan, participants and/or family members will be referred to community service providers to meet the needs identified during the conference. Case Plans are based on input and needs of the victim, participating youth and his/her parents or guardians, and the community, and are generally completed within a 90 day period. Each Case Plan is individualized based on each participant and can include letters of apology, restitution, community service or other appropriate activities. Families will be integrated or reintegrated into their community and community assets will be identified as part of the development of the Case Plan. Services (hours of operation) will be provided around the schedules of the victim, family, and volunteers, which may include evening and weekend conferences. An offender will be considered a successful program completer upon completion of all items or tasks illustrated in the Case Plan and by remaining crime free for the duration of the program. Upon completion both DJJ and the State Attorney's office will be notified of successful completion of the NAB program.

In addition, since the NAB program is primarily driven by citizen-volunteers, the program helps to reduce the amount of taxpayer dollars needed to address these juvenile cases. The Neighborhood Accountability Board Model is based on the concepts of Restorative Justice which are to address the harm and repair to the victim(s), community, and others identified that were impacted by the crime. Restorative Justice conferencing is a strength-based approach to not only address the harm and repair to the victim but to provide opportunities for skill building for the youth. A youth taking responsibility for their actions, given the opportunity to enhance their skills based on their strengths and interests, will encourage better decision making in the future. A Case plan is created at the end of the NAB conference to document what needs to be accomplished in a set



time period to address accountability, competency development, and community safety.

Restorative justice is three-dimensional in its view of crime and focus on the needs of the victims, the community and the offender. The results of the restorative approach to juvenile crime is that participants will have a better understanding and awareness of how crime affects the community, a person's quality of life, and others in the community, resulting in the reduction of likelihood of future offenses. In addition, the community will have ownership of the justice system through this process.

We submit this request for JAG funding to preserve the job of the Neighborhood Accountability Board Coordinator whose funding is expiring September 30, 2010 due to the expiration of a grant that isn't being renewed.

## 2) Diversion Programs: Drug Court and Mental Health Court

Charlotte County Court Administration is requesting funding for an adult Specialty Court Coordinator. The Charlotte County Drug Court and Mental Health Court Programs are court supervised comprehensive treatment programs for non-violent defendants. The Drug Court program has been in operation since 1999, and the Mental Health Court since 2002. The courts are a combined effort of the State's Attorney's Office, the Public Defender's Office, Court Administration, the Department of Corrections, and Charlotte Behavioral Health Care, the local comprehensive substance abuse and mental health services provider.

The target population of the Charlotte County Drug Court includes adult offenders who are charged with a non-violent felony or drug-related charge, and for whom drug abuse or addiction is one of the motivating factors in the commission of the crime. The Mental Health Court target population includes offenders whose crimes were committed due in part to active symptoms of a mental illness. The structure of both courts involves a special docket in which only those cases are heard at the same time and day each week. The defendants are identified in the screening process at first appearance by Pretrial Services or through referrals by the Public Defender's Office. The potential Specialty Court referral is provided to the State's Attorney's Office for an opinion on the admission. The State's Attorney's Office has the 'right of first refusal' regarding admissions to each court.. The Charlotte Behavioral Health Care staff then complete a substance abuse and mental health assessment, to determine the nature and the history of the problems, and create a treatment plan according to individual needs.

Drug Court and Mental Health Court service delivery is provided through a team approach including the county Probation Office and Charlotte Behavioral Health Care treatment staff. Depending, in part, on the assessment, individuals will be admitted to a residential treatment or a multi-component outpatient program which includes an individual treatment plan, group and individual counseling, and

case management. Case management includes an assessment of housing, employment, transportation, family and general living needs to assist with the development of the treatment plan. Depending on each individual treatment plan, the person may also receive psychiatric care, parenting classes that relate the impact of substance abuse on children and families, or participation in adult basic education, vocational readiness and employment training.

Each person admitted to the Drug and Mental Health Courts is required to attend court appearances for direct judicial supervision weekly, bi-weekly or monthly. The Judge reviews progress reports on each participant regarding progress in treatment, including abstinence from drugs or alcohol. Supervision also includes mandatory reporting to an assigned probation officer or pretrial case manager, unannounced home visits, and random drug screenings when indicated. The program length is determined by each participant's progress. Each of the treatment phases includes case management, recreation/fellowship ongoing review and update of the individual treatment plan, and monthly reporting to the probation officer. The final phase also encourages attainment of gainful employment or involvement in a vocational/academic training program. Advancement through the Drug Court phases depends upon results of the drug tests, attendance records for counseling, twelve- step meetings, and commitment to leading a drug-free life. Participants are required to pay \$1,500 per year to offset treatment costs, and/ or to fund restitution costs, but no one is denied access due to inability to pay. Community service is sometimes offered in lieu of payment.

Participants, the State's Attorney, the Public Defender and the Drug Court judge collectively sign a contract that states the defendant agrees to enter a plea of nolo contendere with a suspended sentence. Upon successful completion of the Specialty Court, the defendant is allowed to withdraw the previously entered plea and the State's Attorney will dismiss the charges. Failure to comply with the Specialty Court Program may lead to an order for imposition of sanctions.

Specialty Court enhancement was cited by the Charlotte County Criminal Justice & Behavioral Health Advisory Council in April of 2008 as a priority strategy for improving the local criminal justice diversion system. According to information obtained in a System & Sequential Intercept Mapping exercise in April, 2008, a wait list for Drug Court admissions (average 60 days, and up to 3 months) contributes to unnecessarily prolonged incarceration for individuals who might otherwise be residing and working productively in the community. In addition, the Court has been active for almost 10 years-- without infusion of new treatment funds, a dedicated coordinator, or an evaluation to determine its effectiveness. The Specialty Court administrative functions have historically been completed by members of the Drug Court team who each have other roles they must fill, thereby leaving the program with spotty coordination.

Charlotte County has been operating Drug Court for nearly 10 years, and Mental Health Court for 6 years. The Court Administrator has been in his position for

over 10 years, was directly involved with the initial creation of both Mental Health Court and Drug Court, and is an active member of both court teams. The Charlotte County Court Administrator is supervised by the Circuit 20 Court Administrator who, in turn, reports to the Chief Judge of the Circuit. The Court Coordinator position will be directly supervised by the Pre Trial Services Director, who has a Master's Degree in Criminal Justice and who reports to the Charlotte County Court Administrator. Both the Court Administrator and the Pretrial Services Director are active members in the Charlotte County Criminal Justice & Behavioral Health Advisory Council and the Public Safety Coordinating Council, as are the other members of the Specialty Court Teams.

We submit this request for JAG funding to preserve the Court Coordinator position whose position will be eliminated September 30, 2010 due an expiring grant that will not be renewed. The Coordinator's activities, including researching past legal and treatment history, will expedite Specialty Court cases through the system to ensure that people are out of jail and into treatment as quickly as possible after arrest.

**Part three** of this application is for administrative expenses which include filing four quarterly reports, monitoring project progress, setting up project accounting, monitoring project accounting and record keeping.

### **Timeline, Objectives and Outcomes: Planning, Evaluation & Technology Improvement Programs**

Timeline: Purchase and begin using the indicated equipment within the first 180 days of the grant (October 1, 2009 – March 31, 2010).

Objective	Outcome Measure	Performance Measure
Purchase of equipment and supplies	The percent of equipment and supplies purchased	<p>Amount of funds expended on equipment/supplies during the reporting period</p> <p>Number of AFIX submissions this quarter</p> <p>Number of AFIX positive identifications this quarter</p> <p>Number of positive identifications of stolen vehicles using the Veriplate System this quarter</p>

		<p>Number of positive identifications of persons with warrants using Veriplate System this quarter</p> <p>Number of digital in-car video systems installed this quarter</p>
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### **Objectives and Outcomes: Prevention and Education**

Timeline: Preserve a Court Coordinator and a Neighborhood Accountability Board Coordinator position slated for elimination due to expiring grants that won't be renewed starting the fifth quarter of the grant (October 1, 2010 – December 31, 2010)

<b>Objective</b>	<b>Outcome Measure</b>	<b>Performance Measure</b>
Recovery Act: Creating Jobs	None	Unduplicated number of jobs created due to Recovery Act funding during the quarter
Recovery Act: Preserving Jobs	Preserve one NAB Coordinator position and one Court Administration Coordinator position slated for cut due to grants not being refunded will be maintained. +2.0 FTE	Unduplicated number of jobs prevented from being eliminated with the Recovery Act funding during the quarter
Decrease days between arrest and admission to Drug Court, Mental Health Court and NAB	Admission to Specialty Court or NAB within 14 days of eligible person's arrest.	# of participants with 14 or fewer days to admission following referral.

## **Budget Narrative:**

### **Grant Part 1:**

#### **Equipment:**

##### **1) AFIX Technologies Automated Fingerprint & Palm ID System**

Quantity: 1

Unit cost: \$47,150.00 approximately

Total Cost: \$47,150.00 approximately

Allows for improved quality in the processing of fingerprint, latent print, and palm print captured at a crime scene to be uploaded to a data sharing consortium within the Sheriff's Office's regional jurisdiction. With improved quality control in the processing of evidence, querying suspect information should be improved.

##### **2) Motorola LiveScan Modification of existing software**

Quantity: 1

Unit Cost: \$3,900.00 approximately

Total Cost: \$3,900.00 approximately

The LiveScan Modification allows for the modification of existing LiveScan data to export NIST data into a directory for retrieval. By doing so, the NIST data file will be the identical NIST packet generated by the LiveScan which is submitted to FDLE.

##### **3) AFIX Mobile Identification Units**

Quantity: 3

Unit Cost: \$2,700.00 approximately

Total Cost: \$8,100.00 approximately

These mobile units allow investigators and forensic practitioners to scan fingerprints at a crime scene location and have the data wirelessly sent to the AFIX central server for comparisons.

##### **4) Veriplate License Plate Recognition Equipment & Software (Unit 1 of 2)**

Quantity: 1

Unit Cost: \$41,600.00 approximately

Total Cost: \$41,600.00 approximately

This equipment and software will allow members of the Intelligence Unit and other end users the ability to capture and chronicle license plate data from all directions during routine patrols and for special operations. This equipment includes a three-year system support for repair and replacement. Installation and training are also included in this estimate.

5) Veriplate License Plate Recognition Equipment & Software (Unit 2 of 2)

Quantity: 1

Unit Cost: \$26,540.00 approximately

Total Cost: \$26,540.00 approximately

This equipment and software will allow members of the Intelligence Unit and other end users the ability to capture and chronicle license plate data from all directions during routine patrols and for special operations. By purchasing a second unit, which will be placed on an unmarked Sheriff's Office vehicle, the vendor provided a discount. Installation and training are also included in this estimate.

6) Dell Toughbook Laptops

Quantity: 2

Unit Cost: \$4,250.00 approximately

Total Cost: \$8,500.00 approximately

These laptops will be used in each of the vehicles where the Veriplate License Plate Recognition equipment will be installed. These laptops will interface the equipment and the Sheriff's Office's Computer Aided Dispatch to provide the end user with data and intelligence gathering capabilities while also giving the end user information on calls for service data.

7) Microsoft SQL Server License for the Veriplate Software

Quantity: 1

Unit Cost: \$2,120.00 approximately

Total Cost: \$2,120.00 approximately

The license will be used on a SQL server dedicated to the installation of the Veriplate License Plate Recognition Software. In order for the software to run at optimum efficiency, the Sheriff's Office plans on dedicating a SQL server for this project. The request for the license shall be for the purpose of installing SQL Server on the dedicated server.

8) Purchase five (5) digital in-car video systems which will significantly increase the quality of police videos for use in prosecutions.

Operating Capital Outlay:

- Five (5) digital audio/video recorders
- Front and rear seat cameras
- Wireless microphones with cases
- Rear seat microphones
- Antennas
- Compact Flash storage media
- Two-year hardware warranty

Total for Operating Capital Outlay: approximately \$23,875.00

Expenses:

System Installation - \$625.00 approximately  
Shipping & Handling - \$150.00 approximately  
Additional Compact Flash storage media - \$100.00 approximately

Project Total - \$24,750.00 approximately  
Total covered by award - \$24,750.00

All of the above equipment is expected to be purchased and operational in the first 180 days of the grant.

**SUBTOTAL FOR PART ONE – \$162,660.00**

**Grant Part 2: Neighborhood Accountability Board and Specialty Court Coordinator**

A. The Neighborhood Accountability Board (NAB) Program is a Juvenile Prevention Program aimed at reducing recidivism among juvenile offenders. The grant funding of the Neighborhood Accountability Board Coordinator expires September 30, 2010 and will not be reinstated. This will preserve that position.

**YEAR TWO:**

Item	Description	Cost
<b>Salary</b>	\$15 / hr for 2,080 hours	\$31,200
<b>Fringe</b>	FICA 7.65% \$ 2,387	
	Pension 9.85% \$ 3,073	
	Health Insurance \$ 14,450	
	Accidental death & dismemb \$ 120	
	Employee Assistance Plan \$ 24	\$20,054
<b>Office Supplies</b>	Various Office Supplies	\$ 354
<b>TOTAL NAB</b>		\$51,608

**TOTAL NAB: \$51,608**

B. Charlotte County Drug Court and Mental Health Court Programs are court supervised comprehensive treatment programs for non-violent defendants. The Coordinator's activities, including researching past legal and treatment history, will expedite Specialty Court cases through the system to ensure that people are out of jail and into treatment as quickly as possible after arrest. The position will also meet the performance objective

of preserving one full-time job since grant funding for this position will expire September 30, 2010 and not be renewed.

**YEAR TWO:**

<b>Item</b>	<b>Description</b>	<b>Cost</b>
<b>Salary</b>		
Court Coordinator.		
Incumbent not yet selected	1.0 FTE Salary.. Starting salary same paygrade as Pretrail Services	\$ 36,264
<b>Fringe</b>		
	FICA (6.2%)	\$ 2,248
	Medicare (1.45%)	526
	Accidental death & Dismemb	15
	Basic Life Insurance	120
	Employee Assistance Plan	24
	FRS Pension (9.85%)	3,572
	Insurance (HMO 11/pretax)	14,450
<b>Total Fringe</b>		\$ 20,955
<b>Travel</b>		
	In State 2-3 day drug/mental health court conference costs for Court Coordinator and Supervisor. 2 nights hotel @ \$476(\$119/2 nights/2 staff), per diem @ \$270( \$45 x3 x2), Mileage @ \$275 (500 miles x.55 county reimbursement rate). Conference fees @\$ 250 (\$125/person)	\$ 1,271
Conference		
	In County mileage for Court Coordinator @ \$363 (55 mi/month x12 months x .55)	\$ 363
In County Mileage		
	Laptop Computer and Software for Court Coordinator	\$ 960
<b>Total for Court Admin</b>		<b>\$ 59,813</b>

**SUBTOTAL FOR PART 2: \$111,421**



### **Part 3 Administration**

5 hrs X 4 quarters = 20 hours for gathering information and filing quarterly reports  
8 hrs X 4 quarters = 32 hours for monitoring project progress, setting up project accounting, monitoring project accounting and record keeping.

**Total Administration: \$1,550**

**GRAND TOTAL: \$275,631**

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

Recovery Act – Justice Assistance Grant (JAG) Program


Certification as to Recovery Act Reporting Requirements

On behalf of the applicant entity named below, I certify the following to the Office of Justice Programs, U.S. Department of Justice:

I have personally read and reviewed the section entitled "Accountability and Transparency under the Recovery Act" in the program announcement for the Recovery Act grant program identified above. I have also read and reviewed section 1512(c) of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5), concerning reporting requirements for grants. I agree that the applicant will comply with the reporting requirements set forth therein with respect to any grant the applicant may receive under the Recovery Act grant program identified above.

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs, and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant entity (that is, the entity applying directly to the Office of Justice Programs).

  
\_\_\_\_\_  
Signature of Certifying Official

Tricia Duffy

\_\_\_\_\_  
Printed Name of Certifying Official

Chair, Board of County Commissioners

\_\_\_\_\_  
Title of Certifying Official

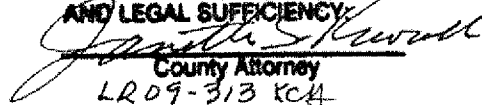
Charlotte County Board of County Commissioners

\_\_\_\_\_  
Full Name of Applicant Entity

5-12-09


\_\_\_\_\_  
Date

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

  
\_\_\_\_\_  
County Attorney  
LR 09-313 KCA

**ATTEST:**

**Barbara T. Scott, Clerk of Circuit  
Court and Ex-Officio Clerk to the  
Board of County Commissioners**

By:   
\_\_\_\_\_  
Deputy Clerk

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**Recovery Act – Justice Assistance Grant (JAG) Program**

General Certification as to Requirements for Receipt of Funds  
for Infrastructure Investments

On behalf of the applicant State or unit of local government (including tribal government) named below, I certify the following to the Office of Justice Programs ("OJP"), U.S. Department of Justice:

I have personally read and reviewed the section entitled "Eligibility" in the program announcement for the Recovery Act grant program named above. I also have personally read and reviewed section 1511 of the American Recovery and Reinvestment Act of 2009 (the "Recovery Act"), which requires a specific certification prior to receipt of Recovery Act funds for infrastructure investments.

*Initial the statement that applies:*

X \_\_\_\_\_ The applicant identified below **does not intend to use** any portion of any funds received under this Recovery Act grant program for any infrastructure investment. Should this intention change, the applicant will promptly notify OJP, and (except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law) will not draw down, obligate, or expend any funds received under this Recovery Act program for any infrastructure investment project until section 1511 of the Recovery Act has been satisfied, and an adequate project-specific certification has been executed, posted, and submitted to OJP.

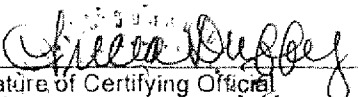
\_\_\_\_\_ The applicant identified below **does intend to use** some or all of any funds received under this Recovery Act grant program for one or more infrastructure investment projects. Except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law, I agree that the applicant entity will execute, post, and submit to OJP, prior to obligating, expending, or drawing down funds for such project, a project-specific certification that satisfies all of the requirements of section 1511 (including execution by the Governor, mayor, or other chief executive, as appropriate) for each such infrastructure investment project.

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

General Certification as to Requirements for Receipt of Funds  
for Infrastructure Investments \_\_\_\_\_

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant (that is, the governmental entity applying directly to the Office of Justice Programs).

  
\_\_\_\_\_  
Signature of Certifying Official

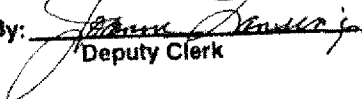
Tricia Duffy  
\_\_\_\_\_  
Printed Name of Certifying Official

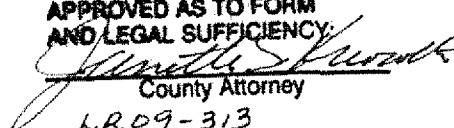
Chair, Board of County Commissioners  
\_\_\_\_\_  
Title of Certifying Official

Charlotte County Board of County Commissioners  
\_\_\_\_\_  
Full Name of Applicant Government Entity

5-12-09  
\_\_\_\_\_  
Date

**ATTEST:**  
**Barbara T. Scott, Clerk of Circuit**  
**Court and Ex-Officio Clerk to the**  
**Board of County Commissioners**

By:   
Deputy Clerk

**APPROVED AS TO FORM**  
**AND LEGAL SUFFICIENCY:**  
  
County Attorney  
LR09-313  
KH

**From:** Harris, Stefanie  
**Sent:** Monday, April 04, 2011 4:23 PM  
**To:** 'Quilty, Dianne'  
**Cc:** SMunroe@CA.CJIS20.ORG; Lewis, Emily; Studenwalt, Kelly  
**Subject:** RE: budget changes on DOJ-JAG-ARRA Byrne 2009-SB-B9-1504

Hi Dianne,

Thank you for the updated numbers!

I will attach a copy in GMS. Please keep a copy of this email as a record of BJA approval.

Stefanie

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**From:** Quilty, Dianne [mailto:Dianne.Quilty@charlottefl.com]  
**Sent:** Thursday, March 31, 2011 11:14 AM  
**To:** Harris, Stefanie  
**Cc:** SMunroe@CA.CJIS20.ORG; Lewis, Emily; Studenwalt, Kelly  
**Subject:** RE: budget changes on DOJ-JAG-ARRA Byrne 2009-SB-B9-1504

Good morning Stefanie, here are the revised budgets for the above ARRA JAG grant. Please let me know if you have any questions, or issues with these changes, or if you require additional detail.

**Court Admin Court Coordinator program:**

	Original Budget	Adjusted Budget	new Budget
Court coordinator salary	\$ 36,264	\$ -	\$ 36,264
Court coordinator fica	\$ 2,774	\$ -	\$ 2,774
Court coordinator retirement	\$ 3,572	\$ -	\$ 3,572
Court coordinator health	\$ 14,609	\$ -	\$ 14,609
Court coordinator travel & per diem	\$ 1,384	\$ (113)	\$ 1,271
Court coordinator equipmt under \$1000	\$ 960	\$ 320	\$ 1,280
Court coordinator education exp	\$ 250	\$ 2,698	\$ 2,948
	<b>\$ 59,813</b>	<b>\$ 2,905</b>	<b>\$ 62,718</b>

**Human Services Family Center NAB program:**

	Original Budget	Adjusted Budget	Net Budget
NAB Coordinator partial salary-Salaries/Wages-Temporary	\$ 40,560	\$ 1,170	\$ 41,730
NAB coordinator fica	\$ 3,103	\$ 89	\$ 3,192
NAB coordinator retirement	\$ 3,995	\$ 116	\$ 4,111
NAB coordinator health	\$ -	\$ -	\$ -
NAB coordinator Travel & Per Diem	\$ 800	\$ (618)	\$ 182
NAB coordinator Telephone	\$ 780	\$ (780)	\$ -
NAB coordinator Postage	\$ 200	\$ (2)	\$ 198
NAB coordinator Printing & binding	\$ 920	\$ 2,580	\$ 3,500
NAB coordinator Office Supplies	\$ 1,000	\$ (500)	\$ 500
NAB coordinator Books/Pubs/Subs	\$ 250	\$ 500	\$ 750
NAB coordinator Educational Expenses	\$ -	\$ 350	\$ 350
	<b>\$ 51,608</b>	<b>\$ 2,905</b>	<b>\$ 54,513</b>

Dianne

Dianne M. Quilty  
Financial Consultant  
Fiscal Services Division  
Budget & Administrative Services Dept.  
phone: 941.743.1591  
fax: 941.743.1286

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**From:** Harris, Stefanie [<mailto:Stefanie.Harris@usdoj.gov>]  
**Sent:** Thursday, January 13, 2011 10:29 AM  
**To:** Quilty, Dianne  
**Subject:** RE: budget changes on DOJ-JAG-ARRA Byrne 2009-SB-B9-1504

Thanks for the heads up Dianne! Once you have a revised budget, please send it my way.

Stefanie

---

**From:** Quilty, Dianne [<mailto:Dianne.Quilty@charlottefl.com>]  
**Sent:** Thursday, January 13, 2011 10:23 AM  
**To:** Harris, Stefanie  
**Cc:** Lewis, Emily; [SMunroe@CA.CJIS20.ORG](mailto:SMunroe@CA.CJIS20.ORG); Kimberly Wilder  
**Subject:** RE: budget changes on DOJ-JAG-ARRA Byrne 2009-SB-B9-1504

Good morning Stefanie, there has been another minor change in the above grant budgets. The Sheriff's Office reports that they did not need all of the funds allocated for the License Plate Recognition System. They had budgeted \$78,760, but required \$72,950.50 to complete their project. Therefore there is \$5,809.50 available for use for the Court Admin Court Coordinator program and the Human Services Family Center NAB program (\$2,904.75 each). I will forward modified budgets as soon as they become available to me.

Sherry and Emily, I'm assuming that your scope of work will not change with this minor addition to your funding. If so please adjust your existing budgets to accommodate this increase and send me a revised budget as soon as you can. Sherry, your budget total will now be \$62,720.75 (59,813 + 2,904.75). Emily, your budget total will now be \$54,512.75 (51,608 + 2,904.75).

Thanks,

Dianne

Dianne M. Quilty  
Financial Consultant  
Budget Division  
Budget & Administrative Services Dept.  
phone: 941.743.1591  
fax: 941.743.1286

---

**From:** Harris, Stefanie [<mailto:Stefanie.Harris@usdoj.gov>]  
**Sent:** Tuesday, January 11, 2011 11:40 AM  
**To:** Quilty, Dianne  
**Cc:** Lewis, Emily; [SMunroe@CA.CJIS20.ORG](mailto:SMunroe@CA.CJIS20.ORG)  
**Subject:** RE: budget changes on DOJ-JAG-ARRA Byrne 2009-SB-B91504

Hi Dianne,

These changes should not be a problem. Can you send me a revised budget for the NAB project to review?

A formal GAN isn't necessary – there doesn't appear to be any change in project scope.

Stefanie

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**From:** Quilty, Dianne [<mailto:Dianne.Quilty@charlottefl.com>]  
**Sent:** Tuesday, January 11, 2011 11:32 AM  
**To:** Harris, Stefanie  
**Cc:** Lewis, Emily; [SMunroe@CA.CJIS20.ORG](mailto:SMunroe@CA.CJIS20.ORG)  
**Subject:** budget changes on DOJ-JAG-ARRA Byrne 2009-SB-B91504

Good morning Stefanie, and happy new year.

I'd like to bring you up to date on the above grant by informing you that there are 2 projects with expenditures that are scheduled to begin expending funds from the grant with the next quarter's reports. These projects are 1] the Court Coordinator salary, benefits and operational expenses at \$59,813; and 2] the Human Services Neighborhood Accountability Board (NAB) coordinator's partial salary, benefits, supplies and travel at \$51,608.

I've been notified by the program manager for the NAB coordinator, Emily Lewis, that there are some budgetary changes with her program. The original plan was to have one full-time coordinator, but the position has been rearranged into 2 part-time coordinators to cover the schedule. Because these positions are now part-time the County will not pay health benefits, so the \$14,594 scheduled in that category will not be used. Instead, Ms. Lewis has tentative plans to incorporate part of the funds for counseling as a contracted service, as well as fund some printing, postage, training, and assorted supply expenditures. Will you need a specific budget proposal for these changes?

Please let me know what will be necessary to effect these proposed changes.

Thank you for your help.

Best regards,  
Dianne

Dianne M. Quilty  
Financial Consultant  
Budget Division  
Budget & Administrative Services Dept.  
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<http://www.CharlotteCountyFL.com>  
"To Exceed Expectations in the Delivery of Public Services"

We would need to reallocate the benefits and I will be meeting with staff to identify the best category. I am guess partial in contracted services (counseling) and partial in printing, postage, training and supplies. Thank you Dianne. What flexibility do we have in amending this budget? It was created almost two years ago and initially we were going to have 1 FT coordinator, but have since split the position to 2 PT coordinators. We also do not provide any health benefits to these contracted employees. If you can investigate our ability to amend the budget, we can go from there.

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**Please note: Florida has a very broad public records law. Most written communications to or from officials regarding county business, are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.**

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## Hatton, Yolonda

**From:** Harris, Stefanie  
**Sent:** Friday, May 18, 2012 2:17 PM  
**To:** 'Quilty, Dianne'  
**Subject:** RE: ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Thank you for the updated numbers! I'll add this info to your award file.

Please keep this email as a record of BJA approval.

Stefanie

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**From:** Quilty, Dianne [mailto:Dianne.Quilty@charlottefl.com]  
**Sent:** Friday, May 18, 2012 1:39 PM  
**To:** Harris, Stefanie  
**Subject:** RE: ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Hi Stefanie, here's the revised budget estimate for the above grant, Court Administration travel to the NADCP and NIJ Conferences this summer.

### Court Admin Summer Travel Budget -- Revised 5.18.12

event	description	each	quan	total	people /lot	gross amnt	event total
NADCP	hotel; Nashville TN	\$ 107	5	\$ 535	1	\$ 535	
hotel max = \$107	arrive 5/29 depart 6/3 = 5 nights, 6 days						
per diem = \$66	registration fee	\$ 550	1	\$ 550	1	\$ 550	
1 person	per diem; 5/29+6/3 @ 75%	\$ 50	2	\$ 99	1	\$ 99	
	per diem; 5/30-6/2 @ 100%	\$ 66	4	\$ 264	1	\$ 264	
	car rental est	\$ 40	5	\$ 200	1	\$ 200	
	airfare est	\$ 400	1	\$ 400	1	\$ 400	\$ 2,048
NIJ	hotel; Alexandria VA	\$ 224	4	\$ 896	2	\$ 1,792	
hotel max = \$224	arrive 6/17, depart 6/21 = 4 nights, 5 days						
per diem = \$71	per diem; 6/17 + 21 @ 75%	\$ 53	2	\$ 107	2	\$ 213	
1 person	per diem; 6/18-20 @ 100%	\$ 71	3	\$ 213	2	\$ 426	
	airfare estimate	\$ 500	1	\$ 500	1	\$ 500	\$ 2,931
TOTAL ESTIMATED TRAVEL							\$ 4,979

Thanks for your patience,  
Di

Dianne

Dianne M. Quilty  
Financial Consultant  
Fiscal Services Division  
Budget & Administrative Services Dept.  
phone: 941.743.1591

fax: 941.743.1286

---

**From:** Harris, Stefanie [<mailto:Stefanie.Harris@usdoj.gov>]  
**Sent:** Wednesday, May 16, 2012 9:42 AM  
**To:** Quilty, Dianne  
**Subject:** RE: ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Can you send me an updated estimate on costs? Shouldn't be a formal adjustment or anything.

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**From:** Quilty, Dianne [<mailto:Dianne.Quilty@charlottefl.com>]  
**Sent:** Wednesday, May 16, 2012 9:41 AM  
**To:** Harris, Stefanie  
**Subject:** RE: ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Hi Stefanie, there have been some changes to the travel plans for the Court Administration program. The program manager would like to switch travel from the NADCP conference to the NIJ conference for the additional person to benefit from the training on creating new programs etc.  
Would this require another budget adjustment?

Dianne

Dianne M. Quilty  
Financial Consultant  
Fiscal Services Division  
Budget & Administrative Services Dept.  
phone: 941.743.1591  
fax: 941.743.1286

---

**From:** Quilty, Dianne  
**Sent:** Thursday, April 19, 2012 11:17 AM  
**To:** 'Harris, Stefanie'  
**Subject:** RE: ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Thanks Stefanie.

Dianne

Dianne M. Quilty  
Financial Consultant  
Fiscal Services Division  
Budget & Administrative Services Dept.  
phone: 941.743.1591  
fax: 941.743.1286

---

**From:** Harris, Stefanie [<mailto:Stefanie.Harris@usdoj.gov>]  
**Sent:** Thursday, April 19, 2012 11:02 AM  
**To:** Quilty, Dianne  
**Subject:** RE: ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Hi Dianne,

Thanks for providing updated numbers! This request is approved.

I'll attach this info to your award file in GMS; please keep a copy of this email as a record of BJA approval.

Stefanie

**From:** Quilty, Dianne [mailto:Dianne.Quilty@charlottetfl.com]  
**Sent:** Thursday, April 19, 2012 9:31 AM  
**To:** Harris, Stefanie  
**Subject:** RE: ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Hi Stefanie, here's the revised allocation to the budget amendment requested by the Court Administration Court Coordinator. Note that some of the calculations for the NIJ meeting were incorrect so the reallocation total is lower -- even after recalculating the per diem amounts.

Description	Original Budget	Adj from CCSO	Net after CCSO realloc	04/19/2012 Bud Adj	Revised Budget
Court coordinator salary	\$ 36,264	\$ -	\$ 36,264	\$ (1,552)	\$ 34,712
<b>total benefits paid:</b>	<b>\$ 20,955</b>	<b>\$ -</b>	<b>\$ 20,955</b>	<b>\$ (2,881)</b>	<b>\$ 18,074</b>
Court coordinator travel & per diem	\$ 1,384	\$ (113)	\$ 1,271	\$ 4,512	\$ 5,783
Court coordinator equipmt under \$1000	\$ 960	\$ 320	\$ 1,280	\$ (78)	\$ 1,202
Court coordinator education exp	\$ 250	\$ 2,698	\$ 2,948	\$ -	\$ 2,948
<b>TOTAL BUDGET-COURT COORDINATOR</b>	<b>\$ 59,813</b>	<b>\$ 2,905</b>	<b>\$ 62,718</b>	<b>\$ 0</b>	<b>\$ 62,718</b>

Thanks for catching the per diem changes. I look forward to hearing from you.

Dianne

Dianne M. Quilty  
Financial Consultant  
Fiscal Services Division  
Budget & Administrative Services Dept.  
phone: 941.743.1591  
fax: 941.743.1286

**From:** Harris, Stefanie [mailto:Stefanie.Harris@usdoj.gov]  
**Sent:** Monday, April 16, 2012 9:51 AM  
**To:** Quilty, Dianne  
**Subject:** RE: ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Hi Dianne,

For the NADCP conference, there should only be 4 full days of per diem begin charged (May 30-June 2), plus the day before and day after as reduced. The total should be  $(4 * \$66) + (2 * \$49.50) = \$363$ .

For the NIJ conference in Arlington, the per diem should be 3 days for the conference (June 18-20), plus the day before and day after as reduced. The total should be  $(3 * \$71) + (2 * \$53.25) = \$319.50$ .

We have to be careful that per diem is not being overcharged or overestimated, especially given the high scrutiny this has been given in the press lately.

<http://www.gsa.gov/portal/content/101518>

Other than that, these costs are allowable. Please send me a revised total and I can approve this.

Stefanie

**From:** Quilty, Dianne [mailto:Dianne.Quilty@charlottefl.com]  
**Sent:** Friday, April 06, 2012 4:42 PM  
**To:** Harris, Stefanie  
**Subject:** ARRA JAG Grant 2009-SB-B9-1504 budget amendment

Hi Stefanie, the Court Administration project is requesting a budget revision to accommodate travel to the National Association of Drug Court Professionals (NADCP) annual national conference in Nashville, TN and the U.S. Department of Justice, Office of Justice Programs, *National Institute of Justice* (NIJ). The travel for the NADCP Conference will be from May 29, 2012 to June 3, 2012. The travel is being requested for the Specialty Court Coordinator and one Supervisor. The Travel for the NIJ Conference is from June 17, 2012 to June 21, 2012. The estimated amount requested is:

Expense	Each	Total Requested
<b>NADCP</b>		
Hotel at Govt. rate	\$535 (tax not included)	\$1,070
Registration fee	\$550	1,100
Per Diem	\$396	792
Car Rental	\$200 (approximately)	200
Airfare	\$400 (approximately)	800
<b>NIJ</b>		
Hotel at Govt. rate	\$1,120	1,120
Airfare	500 (approximately)	500
Per Diem	355	355
<b>TOTAL</b>		<b>\$5,937</b>

The total allocation would not change, only the internal expense category budgets. The changes would be as follows:

Description	Original Budget	Adj from CCSO	Net after CCSO realloc	4/6/12 Bud Adj	Revised Budget
Court coordinator salary	\$ 36,264	\$ -	\$ 36,264	\$ (1,336)	\$ 34,928
total benefits paid:	\$ 20,955	\$ -	\$ 20,955	\$ (2,211)	\$ 18,744
Court coordinator travel & per diem	\$ 1,384	\$ (113)	\$ 1,271	\$ 1,100	\$ 2,371
Court coordinator equipmt under \$1000	\$ 960	\$ 320	\$ 1,280	\$ (78)	\$ 1,202
Court coordinator education exp	\$ 250	\$ 2,698	\$ 2,948	\$ 2,524	\$ 5,472
<b>TOTAL BUDGET-COURT COORDINATOR</b>	<b>\$ 59,813</b>	<b>\$ 2,905</b>	<b>\$ 62,718</b>	<b>\$ -</b>	<b>\$ 62,718</b>

Please let me know if this revision is appropriate for the use of the grant funding.

Have a great Easter,  
Dianne

Dianne M. Quilty  
Financial Consultant  
Fiscal Services Division  
Budget & Administrative Services Dept.  
Charlotte County Board of County Commissioners  
18500 Murdock Circle, Suite B-109  
Port Charlotte, FL 33948  
Phone: 941.743.1591  
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