

TOM GREEN COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

DATE OF SUBMISSION: September 20, 2016 SUBMITTED BY: **Christina Lopez**

SUPPORTING INFORMATION:

Already Submitted to Individual Commissioners' Court Members
 Original Submitted to Judge. Judge's Office to make copies for Commissioners.

REQUEST PLACING THIS ITEM ON 09 / 27 / 2016 AGENDA

ITEM REQUESTED IS: [XXXX] | FOR ACTION/CONSIDERATION | | DISCUSSION/REPORT ONLY
| | FOR CONSENT AGENDA | | PUBLIC WORKSHOP
| | FOR EXECUTIVE SESSION | | ANNOUNCEMENT

ITEM: (Please state how the item should appear on the agenda.)

Request permission to accept the 2016 -- 2017 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Award in the amount of \$33,342.00

Velocity T1000 Digital Forensics Workstation: \$12,494.00

CT-40 Contraband Team Detection Kit: \$19,999.00

Leica Disto D810 Laser Distance Meter: \$849.00

BACKGROUND INFORMATION: (Details of request)

Concider request to accept the 2016 -- 2017 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Award and Adopt a Budget

OPTIONS/ACTION PROPOSED:

WILL A BUDGET AMENDMENT [funds from another department or county reserve fund] or LINE ITEM TRANSFER [funds from another line item within your department] BE NECESSARY?
If so, please specify which transaction will be necessary and state the amount needed.
Please attach completed Budget Amendment or Line Item Transfer to the back of this document.

WAS THERE ANY PREVIOUS COURT ACTION REGARDING THIS ITEM?
If yes, Date of Action: ANY ATTACHMENTS THEN?

ITEM RECEIVED BY: _____ TITLE _____
DATE: _____ TIME: _____

Note: This form is required for agenda requests. Forms should be returned to the Office of the County Judge (122 W. Harris, San Angelo, TX 76903-5877) accompanied by any backup materials or attachments concerning the item for inclusion on the agenda. Agenda Items MUST be submitted no later than 4 PM, on the 1ST and 3RD MONDAYS for inclusion on the next meetings agenda. Commissioners' Court meets in Regular Session on the 2nd and 4th Tuesday of each month at 8:30 a. m. in Commissioners' Court Room, (2nd Floor, 113 W. Beauregard, San Angelo, TX 76903-5887).

COMMISSIONERS' COURT TOM GREEN COUNTY



Budget Amendment - FY2017

Stephen Floyd
County Judge

September 20, 2016

Fund: 0699 - Block Grants

<u>Dept. #</u>	<u>Dept. Name</u>	<u>Account #</u> <i>Last 5 Digits</i>	<u>Account Description</u>	<u>Budget Increase</u>	<u>Budget Decrease</u>
054	Sheriff grants	43343-17054	Block grant revenue	33,342.00	
054	Sheriff grants	70475-17054	Equipment	849.00	
054	Sheriff grants	80470-17054	Capital equipment	32,493.00	

ROUND TO THE NEAREST WHOLE DOLLAR. DO NOT INCLUDE CENTS.

Reason

To amend the 2017 budget for expenditure of grant funds.

Department Head

Date Approved by Commissioners' Court

County Judge

Attest - County Clerk

17054

TOM GREEN COUNTY GRANT APPLICATION COVERSHEET

Grant Name: 2016 Byrne Justice Assistance Grant

Grant Amount/Matching

Funds: \$33,342.00

Grant Agency: Department of Justice – Bureau of Justice Assistance

Purpose: Purchase (1) Velocity T100 Digital Forensics Workstation, (1) CT-40 Contraband Team Detection Kit and (1) Leica Disto D810 Touch Laser Distance Metter

Grant Period: 10/01/2016 to 03/31/2017

Auditor

Date

Information Technology (if applicable)

Date

Date Grant Application Approved by Commissioners Court

GRANT AWARD COVERSHEET 17054

Applicable Grant Documentation Provided:

Budget Amendment Provided:

Nathan Cadduck
Auditor

9/20/16
Date

Date Grant Award Accepted by Commissioners Court

TOM GREEN COUNTY GRANT APPLICATION CHECKLIST

Commissioners Court Date:

02/02/2016

IF computer equipment, software, or peripherals will be purchased with grant funds:
Two (2) weeks prior to Commissioners Court Date submit grant information to IT (deadline Monday at 5 p.m.).

One (1) week prior to Commissioners' Court Date submit grant information to the Auditors Office (deadline Monday at 5 p.m.).

Submit a Commissioners Court Agenda item for grant application approval – include:

- The duty of the County that the grant fulfills or supports.
- The negative impacts of not fulfilling this obligation.
- The positive effects of receiving the grant.
- The additional costs incurred by accepting the grant
- New personnel requirements, if any
- Any matching funds the County may be required to contribute.
- How any matching funds will be funded.

GRANT AWARD CHECKLIST

Commissioners Court Date:

²⁷
9/20/2016

One (1) week prior to Commissioners' Court Date submit grant information to the Auditors Office (deadline Monday at 5 p.m.) to include:

- A copy of the grant award with any back-up documentation available.
- The starting and ending dates of the grant period.
- The individual responsible for submitting grant reports.
- A list of grant expenses and budget amounts.
- The department's point of contact.
- The granting agency's point of contact, to include name, phone number, email and physical address (for external audit confirmation letters).

♦ ♦ ♦ Use this checklist for all grant documents submitted to Commissioners Court ♦ ♦ ♦