

Collin County Grant Summary Form

Department Name/Number: Collin County Sheriff's Office		Submit completed form along with one <u>electronic copy</u> of the grant application and all supporting documentation to the Budget & Finance Office (BFO) not less than 14 days prior to the scheduled Commissioner Court meeting. If you have any questions contact Mark Jackson at (972) 548-4672 .
Contact Person: Chuck Ruckel		
Title: Major	Phone: X - 5109	

Grant Description

Grant Title and Funding Year: Enforcing Underage Drinking Laws (EUDL) 2011	Funding Source: <input checked="" type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/> Other:	Grant Type: <input type="checkbox"/> New Grant <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Amendment
Grantor (include sub-granting agencies): Texas Alcoholic Beverage Commission	Payment Method: <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Other:	Approval Requested: <input checked="" type="checkbox"/> Application <input type="checkbox"/> Award

Application/Award Deadline: 05 / 13 /2011	Requested Comm. Cr. Date: 06 / 06 /2011	Grant Period: 07 / 01 / 2011 - 04 / 30 / 2012
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Brief Description:
This grant will provide up to \$10,000 reimbursement to Collin County for the overtime enforcement of the underage drinking laws of Texas and necessary equipment. No County match is required.

Grant Categories / Funding Source	Federal Funds	State Funds	Local Funds	County Match	In-Kind	<u>Total</u>
Personnel		\$9050.00				\$9050.00
Operating		\$950.00				\$950.00
Capital Equipment						
Indirect Costs						
Total		\$10,000.00				\$10,000.00
FTEs						

Performance Measures Applicable Outcome Measures	FY 2010 Progress to Date				FY 2011
	Q1	Q2	Q3	Q4	Projected
Number of establishments checked					50
Compliance percentage					90

The Department named above is applying for the Grant Program named above, and if awarded, will accept full responsibility for the management of any funds awarded to the County under this grant, and will adhere to any policies and procedures set forth by the Grantor and its related agencies or agents, as well as those of the County, and its financial and administrative departments. To that end, please find enclosed the following items for initial review:

- Grant Summary Form
- Memo of request to Commissioner Court for application/award acceptance and approval
- An electronic copy of the original, completed Application/Award
- Court Order (for award only)
- All attachments, back-up documentation or amendments to be submitted to the Grantor in support of the application

Completed by: <i>C. Ruckel - Major</i> Department Head/Designee Printed Name	 Department Head/Designee Signature & Date 5/13/11
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Law Enforcement Campaign EUDL Application Instructions

Enforcing Underage Drinking Laws Block Grant
Project Period: July 1, 2011 – April 30, 2012

Organization Information

- **County:** Enter the county where the organization's headquarters is located.
- **House and Senate District:** Enter the district numbers where the organization's headquarters is located.
- **Authorized Official:** Official authorized to apply for, accept, decline or cancel this contract (i.e., executive director, chairman, president, county judge, mayor, city manager, assistant city manager, chief of police, school superintendent or designee of organization).
- **Chief Financial Officer:** Official authorized and responsible for managing the organizations financial duties.
- **Project Coordinator:** Employee of the applicant (if different from above) directly responsible for all the programmatic requirements associated with this project including but not limited to the progress reports and project goals. This person will serve as a point of contact with the TABC Grant Coordinator. Any programmatic questions or information related to the project will be directed to this person.
- **Financial Coordinator:** Employee of the applicant (if different from above) directly responsible for all the financial requirements associated with this project including but not limited to the reimbursement requests and project budget. This person will serve as a point of contact with the TABC Grant Coordinator. Any financial questions or information related to the project will be directed to this person.
- **Other Point of Contact:** Employee of the applicant (if different from above) who will also be assigned to the project and held accountable for any or all progress reports, reimbursement requests, project goals and project budget.

Project Information

- **Project Title:** Must be descriptive of the project and fit in the allowed space.
- **Project Period:** Expected time period for the project and related activities to be completed. Any activities related to the project must be completed within the proposed project period. The project period must also be within the time frame noted on the top of the application and proposal request. **NOTE:** Based on the availability of funding and the funding source, TABC may adjust the project period on the application. The applicant will be notified prior to approval and contracts being drawn up.
- **Target Population:** Select the age range of the projects target population as a result of law enforcement operations or educational/preventative campaigns conducted with EUDL funding.
- **Project Summary:** Provide a brief description of the project's purpose, i.e. "EUDL PD will be conducting minor stings and party patrols to reduce underage drinking in Texas."
- **Project Summary:** Provide a detailed description of the project activities, i.e. "EUDL PD will conduct 1 minor sting each month throughout the project period targeting at minimum 20 retailers in 6 hour period; Party patrols will be conducted during home football games throughout the fall season and around school holidays where youth may be more likely to drink alcoholic beverages."
- **Supporting Data:** Provide current and specific data or statistics pertaining to the project showing a need for EUDL funding (data older than 2009 is not acceptable), i.e. "EUDL PD data from minor stings conducted during 2010 shows that 75% of retailers were in-compliance. Underage drinking enforcement operations conducted by EUDL PD resulted in 100 citations being issued to youth (under 21). The City of EUDL has an estimated 10,000 youth enrolled in the school system."
- **TABC's Involvement:** Provide a brief description of how the local TABC Office will be involved with the proposed project, i.e. "TABC Agents will be invited to participate in scheduled law enforcement operations, any underage drinking violations will be forwarded to TABC for a source investigation or administrative action. TABC will be invited to speak at freshman orientation to discuss the laws and consequences of underage drinking."

Law Enforcement Operations

- **Type of Operations/Activities:** Only select those that apply to this project and for which EUDL funding is being requested in this application.
- **Number of Previous Operations Conducted:** If operations or activities have been conducted previously, specify the time frame for all operations/activities and the number conducted for each operation/activity. Keep the information provided to no more than one year maximum.
- **Number of Planned Operations/Activities:** Provide the number of operations or activities planned to be conducted throughout the project period and supported with EUDL funding as a result of this application.

OJJDP Mandated Performance Measures

- **Compliance Check Operations/Minors Stings:** Provide the total number of retail establishments expected to be reached as the result of a minor sting; total number expected to be in-compliance and the in-compliance rate. If an in-compliance percentage rate is the goal set by the applicant then (B) number of retail establishments in-compliance = (in-compliance percentage rate/100) x (A) number of retail establishments checked.
- **Youth Volunteers:** Defined as youth under the age of 21 who actively participate in law enforcement operations such as a minor decoy or in educational/preventative campaigns such as volunteers in a leadership capacity.
- **Youth Reached:** Defined as youth under the age of 21 who were reached or effected as the result of an underage drinking educational or preventative campaign supported with EUDL funding, i.e. presentations being conducted, PSA being broadcast, school newsletter being released.
- **Certified Peace Officers Trained by TABC:** Number of estimated peace officers associated with the applicant to be trained by TABC. For a list of available trainings offered by TABC please visit www.2young2drink.com/law_enforcement_training.asp or contact the TABC Education/Prevention Section at 512.206.3290.
- **Agency/Organization Participation:** Provide the number of other agencies and organizations that will participate or collaborate with the applicant on EUDL funded operations/activities. Include TABC, but not the applying organization.
- **Earned Media:** The number of free media earned by operations or activities being conducted as the result of EUDL funding. Media may include any press releases, news articles, web articles, interviews as well as broadcasts on television, radio or the internet. Do not include any paid media either through the organization's general revenue or EUDL funding.
- **Information/Educational Materials:** Number of public information or educational materials to be created that are related to the laws and consequences of underage drinking or an underage drinking operation/activity, i.e. "1 flyer **created** and 5 **produced**; 2 brochures **created** and 1,000 of each **produced**."
- **Underage Drinking Task Forces:** Defined as a group dedicated to the enforcement and/or prevention of underage drinking and underage drinking laws.

Budget Summary and Detail

- Project related expenditures will be made available on a reimbursement basis only.
- Planned expenditures must be reasonable and necessary for the implementation of the project activities and achievement of the project goals.
- Budget request must reflect the activities proposed in the application.
- Expenditures must follow the criteria outlined in the EUDL Contract Proposal Request.

Mailing Instructions

Mail completed applications to:

TABC – Grants
5806 Mesa Drive
Austin, TX 78731

Please review the checklist provided at the end of this application to ensure all signatures and required information have been completed. Incomplete applications or applications that do not meet the eligibility requirements will not be considered for review or funding.

NOTE: Applications may be sent via email to expedite the review process. There is a 10 MB maximum restriction for attachments. The **original application MUST** be posted marked and mailed by 5:00 PM, Central Time, May 13, 2011.

Contact Information

For questions or assistance regarding this solicitation, please contact Joey Estrada, TABC Grant Coordinator at:

Office: 512.206.3290
Direct: 512.206.3292
Email: joey.estrada@tabc.state.tx.us
Fax: 512.206.3316

It is highly recommended but not required that you notify the TABC Grant Coordinator of your interest to submit an application or that an application has been submitted by your organization. This will assist TABC in tracking applications submitted and with internal coordination for the review process.



Law Enforcement Campaign EUDL Application

Enforcing Underage Drinking Laws Block Grant
Project Period: July 1, 2011 – April 30, 2012

Organization Information

Legal Organization Name: Collin County Sheriffs Office	
Implementing Organization/Department: Collin County Sheriffs Office	
County: Collin	
House District www.house.state.tx.us : 70	Senate District www.senate.state.tx.us : 8
Street Address: 4300 Community Ave.	
City, State, ZIP+4: McKinney, Texas, 75071	
Mailing Address (If different from above.):	
City, State, ZIP+4:	

Authorized Official

Name: Terry G. Box	Title: Sheriff
Mailing Address: 4300 Community Ave.	
City, State, ZIP: McKinney, Texas, 75071	
Phone Number: 972-547-5100 ext 5102	Fax Number: 972-547-5225
Email (REQUIRED): tbox@collincountytx.gov	

Chief Financial Officer

Name: Janna Benson-Caponera	Title: Grants Supervisor
Mailing Address: 2300 Bloomdale Road Suite 3100	
Phone Number: 972-548-4638 ext	Fax Number: 972-548-4751
City, State, ZIP: McKinney, Texas, 75071	
Email (REQUIRED): jbenson-caponera@collincountytx.gov	

Project Coordinator

Name: Mick Fichtl	Title: Lieutenant
Mailing Address: 4300 Community Ave.,	
Phone Number: 972-547-5100 ext 5166	Fax Number: 972-547-5377
City, State, ZIP: McKinney, Texas, 75071	
Email (REQUIRED): mfichtl@collincountytx.gov	

Financial Coordinator

Name: Holly Heldt	Title: Grants Accountant
Mailing Address: 2300 Bloomdale Rd.	
Phone Number: 972-548-4639 ext	Fax Number:
City, State, ZIP: McKinney, Texas, 75071	
Email (REQUIRED): hhheldt@collincountytx.gov	

Other Point of Contact

(Not Required)

Name: Chuck Ruckel	Title: Major
Mailing Address: 4300 Community Ave.	
Phone Number: 972-547-5100 ext 5109	Fax Number: 972-547-5225
City, State, ZIP: McKinney, Texas, 75071	
Email: cruckel@collincountytx.gov	

TABC Use Only

Application Received:	Application Complete:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
EUDL Advisory Committee Review:	Recommended:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
EUDL Board Review:	Recommended:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Application Status:	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	

Signature:

Organization Name: Collin County Sheriffs Office

Project Information

Type of Application: New Continuation

Project Title: Underage Drinking Enforcement

Project Period (MM/DD/YEAR): 07/01/2011 - 04/30/2011

Has this organization received TABC EUDL funding before for a similar project? Yes No

If Yes, provide the contract number(s): 80911

Does or will this project receive any other type of funding from grants or any other funding sources? Yes No

If Yes, provide the source and explain (Limit 250 Characters):

Target Population

(Select only those that apply to this project.)

Age: Under 11 12 – 13 14 – 15 16 – 17 18 & Older

Project Summary

(Limit 250 Characters)

Provide a brief description of the project's purpose: The purpose of this project is to reduce the underage drinking violations within Collin County through enforcement and education. This will be done by party patrol, special event enforcement and minor stings.

Project Summary

(Limit 1,000 Characters)

Additional pages may be attached in a word document as needed. Summarize the information requested on this page.

Provide a detailed description of the project activities: This project is to reduce the underage drinking violations within Collin County through enforcement and education by utilizing intelligence lead policing. CCSO will utilize information from TABC Agents to determine which retail locations to focus on based on complaints and work with TABC on these operations. CCSO school resource officers will provide information on possible parties in their areas providing party patrol officers more focus target areas. Other agencies will also be advised of party patrol and special event enforcement so any intel they gather may be passed on to the enforcement groups. Collin County has Frisco's Pizza Hut park, Allens new event center, a 27,000 surface acre recreational lake and other entertainment venues that all provide venues for underage drinking.

Supporting Data

(Limit 1,000 Characters)

Provide current and specific data or statistics pertaining to the project showing a need for EUDL funding (data older than 2009 is not acceptable): Collin County has a estimated population of appximately 800,000 with an estimated rural population of approximately 75,000. Collin County provides School resource officers to 4 school districts in rural areas. There is an estimated population of 230,000 people under the age of 18 in Collin County. Collin County has numerous cities and towns that allow liquor and beer/wine sales providing minors with opportunity to obtain beverages containing alcohol. Collin County witnessed an increase in MIP/MIC citations during March/April 2010 and March/April 2011 (12 citations) when party patrol was implimneted.

TABC's Involvement

(Limit 500 Characters)

Provide a brief description of how the local TABC Office will be involved with the proposed project: The Collin County Sheriffs office works closely with the local TABC agents. This relationship will continue by working special events in a coordinated effort with the TABC office, assist in minor stings and have the TABC present programs to the schools. TABC provides us with a list of establishments they have received complaints on and in a organized joint effort we investigate the establishments. TABC handles the administrative enforcement and CCSO handles most of the criminal investigation.

Provide the name(s) of the TABC Agent or Auditor and the local TABC Office who will be involved with the project.

(REQUIRED)

TABC Office: McKinney

Agent or Auditor's Name: Clint Powell Agent II

Agent or Auditor's Name: Teresa Hall Agent II

Organization Name: Collin County Sheriffs Office

Project Title: Underage Drinking Enforcement

Law Enforcement Operations

(Select only those that apply to this project and for which EUDL funding is being requested.)

Type of Operations or Activities Proposed in this Project	Number of Previous Operations/Activities Conducted (1 Year Timeframe)	Number of Planned Operations/Activities (Number of Days/Events)
	11/01/2010 - 04/30/2011	
<input checked="" type="checkbox"/> Retail Compliance Operations/Minor Stings	2	3
<input checked="" type="checkbox"/> Party Patrols/Controlled Party Dispersals	18	13
<input type="checkbox"/> 3 rd Party Transactions/Shoulder Tap Operations	0	0
<input type="checkbox"/> Fake ID Enforcement	0	0
<input type="checkbox"/> Emphasis/Saturation Patrols	0	0
<input checked="" type="checkbox"/> Additional Enforcement for Special Events	1	4
<input type="checkbox"/> College/University Campus Enforcement	0	0
<input type="checkbox"/> Youth Education (Elementary, Junior, High School)	0	0
<input type="checkbox"/> Youth Education (College, University)	0	0
<input type="checkbox"/> Community Awareness	0	0
<input type="checkbox"/> Other (Please Describe, Limit 50 Characters):	0	0
<input type="checkbox"/> Other (Please Describe, Limit 50 Characters):	0	0
<input type="checkbox"/> Other (Please Describe, Limit 50 Characters):	0	0
Total Operations	21	20

OJJDP Mandated Performance Measures

(Select only those that apply to this project and for which EUDL funding is being requested.)

Description of Performance Measure	Previous Data (1 Year)	Project Goals
EUDL Funded Compliance Check Operations/Minor Stings Only		
Number of Retail Establishments Checked (A)	39	50
Number of Retail Establishments In-compliance (B)	38	45
In-compliance Percentage Rate (B/A*100)	97%	90%
EUDL Funded Law Enforcement Operations		
Number of Youth Volunteers for Enforcement Operations	2	3
Number of Certified Peace Officers Trained by TABC	20	15
Number of Agencies/Organizations Participating	2	2
Number of Earned Media (i.e. Press Releases, Articles)	7	5
EUDL Funded Educational/Prevention Campaigns		
Number of Youth Reached through Campaigns	0	0
Number of Youth Volunteers for Campaigns	0	0
Number of Informational/Educational Materials Created	0	0
Number of Agencies/Organizations Participating	0	0
Number of Earned Media (i.e. Press Releases, Articles)	0	0
Underage Drinking Task Forces		
Number created as a result of EUDL funding	0	0
Number in existence prior to EUDL funding	0	0

Additional Information

(Limit 250 Characters)

Provide any additional information or clarity if needed:

Organization Name: Collin County Sheriffs Office	
Project Title: Underage Drinking Enforcement	
Employer Identification Number:	
Budget Summary	
Category	EUDL Funds Requested
Salaries	\$9050.00
Supplies/Equipment/Purchase of Evidence	\$950.00
Travel	\$0
Training	\$0
Contracts	\$0
Public Information and Educational Materials (PI&E)	\$0
Other	\$
Total	\$10,000.00
Budget Detail (Limit 500 Characters)	
If necessary, please explain any budget expenditures:	
Salaries (Only Certified Peace Officers are Eligible for Overtime Pay)	
Example	
• Type of Activity: Number of Activities x Average Number of Officer(s) x Average Number of Hour(s) per Activity x Average Overtime Rate (Include any benefits, FLSA, or allowed credits as applicable) = Total Requested	
Minor Stings: 4 Operations x 6 Officers x 6 Hours per Sting x \$35.00 OT Rate w/benefits	\$5,040.00
Description	EUDL Funds Requested
1.) Party Patrol 2 deputiesx 4 hours for 13 deployments @\$50 per hour	\$5200.00
2.) Special Events 2 deputies 4 hours for 4 events @\$50 per hour	\$1600.00
3.) Minor Stings 3 deputies 5 hours for 3 events @\$50 per hour	\$2250.00
4.)	\$
5.)	\$
6.)	\$
7.)	\$
8.)	\$
9.)	\$
10.)	\$
Total	\$9050.00
Supplies/Equipment/Purchase of Evidence	
Description	EUDL Funds Requested
1.) Hand Held video camera to record evidence and incidents- Panasonic or equivalent	\$950.00
2.)	\$
3.)	\$
4.)	\$
5.)	\$
6.)	\$
7.)	\$
8.)	\$
9.)	\$
10.)	\$
Total	\$950.00

Organization Name:
Project Title:

Budget Detail

(Continued)

Travel

(Out of state travel requires TABC approval and is limited to one person.)

Must follow the Texas Comptroller of Public Accounts Textravel Policy

<https://fmx.cpa.state.tx.us/fmx/travel/textravel/index.php>

Example

- Type of Event: Number of Attendees x Number of Days x Expense (i.e. Hotel Rate/Per Diem) = Total Requested
- Type of Event: Number of Attendees x Flight Roundtrip or Miles Roundtrip x \$0.50 per mile

Alcohol Conference: 1 Attendee x 3 Days x (\$85 Hotel Rate + \$10 Tax)	\$285.00
Description	EUDL Funds Requested
1.)	\$
2.)	\$
3.)	\$
4.)	\$
5.)	\$
Total	\$0

Training

(i.e. Overtime, Materials)

Description	EUDL Funds Requested
1.)	\$
2.)	\$
3.)	\$
4.)	\$
5.)	\$
Total	\$0

Contracts

Description	EUDL Funds Requested
1.)	\$
2.)	\$
3.)	\$
4.)	\$
5.)	\$
Total	\$0

Public Information and Educational Materials

(PI&E)

Description	EUDL Funds Requested
1.)	\$
2.)	\$
3.)	\$
4.)	\$
5.)	\$
Total	\$0

Other

Description	EUDL Funds Requested
1.)	\$
2.)	\$
3.)	\$
4.)	\$
5.)	\$
Total	\$0

Organization Name: Collin County Sheriffs Office

Project Title: Underage Drinking Enforcement

Financial Information

(Chief Financial Officer)

Is the applicant delinquent on State or Federal Debt? Yes No If Yes, please attach an explanation.
NOTE: TABC will not award a contract to an applicant with a delinquency unless the applicant can show mitigating circumstances and TABC approves the circumstances.

Which of the following best describes your accounting system? Manual Automated Combination

Does your organization use a double – entry system in accounting for project funds? Yes No

Does your accounting system identify the receipt and expenditures of project funds separately for each grant/contract? Yes No

Are time distribution records maintained for an employee when his/her efforts can be specifically identified to a particular cost objective? Yes No

Is your organization generally familiar with existing regulations and guidelines containing the cost principles and procedures for the determination and allowance of costs in connection with awarded grants/contracts? Yes No

Is a separate bank account maintained for grant/contract funds? Yes No

If grant/contract funds are commingled with organization funds, can the grant/contract funds and related costs and expenditures be readily identified? Yes No

Are the officials of this organization bonded? Yes No

Audit Certification – Annual Reporting Requirement

Audits of state and local units of government, institutions of higher education and other nonprofit institutions must comply with the organizational audit requirements of OMB Circular A-133, which states that recipients who expend \$500,000 or more of federal funds during their fiscal year are required to submit an organization – wide financial and compliance audit report within nine months after the close of each fiscal year during the term of the award to the Federal Audit Clearinghouse.

Please Select One:

The applicant currently expends a combined federal funding of \$500,000 or more and therefore is required to submit an annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.

The applicant currently expends a combined federal funding of less than \$500,000 and therefore is exempt from the Single Audit Act and cannot charge audit costs to the grant/contract. I understand however that TABC may require a limited scope audit as defined in OMB Circular A-133.

Compliance with Office of Justice Programs Financial Guide

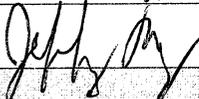
The applicant agrees to comply with the financial and administrative requirements set forth in the current edition of the OJP Financial Guide.

Non-Supplanting of State and Local Funds

Applicants must use federal funds to supplement existing funds for program activities and may not replace (supplant) nonfederal funds that they have appropriated for the same purpose. Potential supplanting will be the subject of monitoring and an audit. Violations can result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.

Chief Financial Officer

Name and Title: Jeff May, County Auditor

Signature: 

Date: 5-9-11

TABC Use Only

Date Financial Information Reviewed: _____ Approved Not Approved

Signature: _____

Organization Name: Collin County Sheriffs Office

Project Title: Underage Drinking Enforcement

Non-Profit Information

(Non-Profits Only)

All nonprofit corporations applying for TABC grant/contract funds for the first time must complete this section and **ATTACH** the most recent financial statements with the application.

Date IRS letter granted 501 (c)(3) tax exemption status.

/ /

ATTACHMENT: Attach the IRS 501 (c)(3) letter.

Date Charter Number assigned by the Texas Secretary of State.

/ /

Quote the purpose of the organization as stated in the Articles of Incorporation or the Bylaws. (Limit 500 Characters):

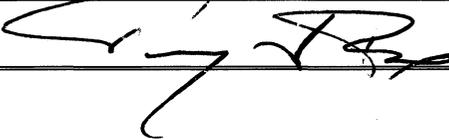
If any member of the board is related to one another or an employee of the nonprofit corporation, explain the relationship. (Limit 500 Characters):

For-profit organizations that receive grant funds from TABC should be aware that additional special conditions are placed on awards to such organizations. Among other things, commercial organizations must agree not to make a profit as a result of an award and not to charge a management fee for the performance of an award. Also, commercial organizations must agree to comply with the contract cost principles of subpart 31.2 of the Federal Acquisition Regulations

Authorized Official

Name and Title: **TERRY G. BOX, SHERIFF**

Signature:



Date:

5/25/2011

Organization Name: Collin County Sheriffs Office

Project Title: Underage Drinking Enforcement

Standard Assurances

(Authorized Official)

OMB Approval Number 1121-0140

Expires 12/31/2012

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity:
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), 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. §§ 1501-08 and §§ 7324-28, 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.



(INITIAL) I certify this organization will comply with the above policies.

Organization Name: Collin County Sheriffs Office

Project Title: Underage Drinking Enforcement

Equal Employment Opportunity Plan (EEOP)

(Authorized Official)

(Initial One Section)

Type I Entity (Educational/Medical/Nonprofit Institution/Native American Tribe – certification required; EEOP Not Required)

I **certify** this organization is a Type I Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), is not required to maintain an Equal Employment Opportunity Plan (EEOP), but will comply with equal employment opportunity program guidelines of the Department of Health and Human Services (28 CFR 42.302).

I **am unable to certify** the above statement and have **ATTACHED** an explanation to this application.

Type II Entity (All other recipients receiving less than \$25,000 – certification required; EEOP NOT required.)

I **certify** this organization is a Type II Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), but is not required to maintain an EEOP (28 CFR 42.301 *et seq.*).

Type III Entity (All other recipients receiving more than \$25,000, but not more than \$500,000 – certification required, organizations must maintain EEOP on file for possible audit if the organization has more than 50 employees.)

I **certify** this organization is a Type III Entity that employs **less than 50** people. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), but is not required to maintain an EEOP (28 CFR 42.301 *et seq.*).

I **certify** this organization is a Type III Entity that employs **50 or more** people. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), and has formulated an equal employment opportunity program (28 CFR 42.301 *et seq.*), that is on file in the office

Type IV Entity (For-profit entities and state and local governments receiving \$500,000 or more – certification is required and organization *must submit* an EEOP to Office for Civil Rights for approval.)

I **certify** this organization is a Type IV Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), and has formulated an equal employment opportunity plan (28 CFR 42.301 *et seq.*), that will be submitted to the Office for Civil Rights, Office of Justice Programs, Department of Justice, for approval upon award of a grant/contract.

Organization Name: Collin County Sheriffs Office

Project Title: Underage Drinking Enforcement

Certification

(Authorized Official)

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.

Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

Lobbying

LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement, as defined at 28 CFR Part 69, the applicant certifies that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
2. If 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 undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.



(INITIAL) I certify this organization will comply with the above policies.

Debarment, Suspension and other Responsibility Matters (Direct Recipient)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a), the applicant certifies that it and its principals:

1. Are not 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;
2. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
4. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
5. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.



(INITIAL) I certify this organization will comply with the above policies.

Organization Name: Collin County Sheriffs Office

Project Title: Underage Drinking Enforcement

Certification

(Continued)

(Authorized Official)

Drug-Free Workplace Requirements

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, Subpart F, for grantees, as defined at 28 CFR Sections 83.620 and 83.650, the applicant will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an on-going drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
4. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency, 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, to: 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 grant;
6. 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
 - a. 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
 - b. 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;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).



(INITIAL) I certify this organization will comply with the above policies.

Organization Name: Collin County Sheriffs Office

Project Title: Underage Drinking Enforcement

Application Certification

To the best of my knowledge and belief, all data in this application 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.

I have examined the information provided in this application 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.

Project Coordinator

Name and Title: Lt. Mick Fichtl

Signature:



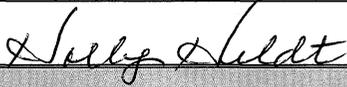
Date:

5/13/2011

Financial Coordinator

Name and Title: Holly Helt

Signature:



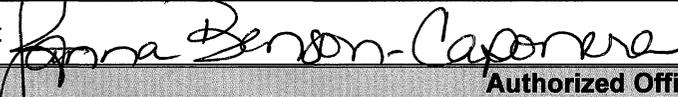
Date:

5/26/11

Chief Financial Officer

Name and Title: Janna Benson-Caponera Grants Supervisor

Signature:



Date:

5/26/11

Authorized Official

Name and Title: Sheriff Terry G. Box

Signature:



Date:

5-17-11

Application Checklist

EUDL Application

<input checked="" type="checkbox"/> Page 3.	Have emails been provided for the Authorized Official, Chief Financial Officer, Project Coordinator and Financial Coordinator?
<input checked="" type="checkbox"/> Page 4.	Has a TABC Agent, TABC Auditor and/or TABC local office been provided?
<input checked="" type="checkbox"/> Page 5.	Does the number of planned operations/activities match the operations/activities outlined in the budget detail?
<input checked="" type="checkbox"/> Page 6 and 7.	Does the "Budget Summary" funding request match the "Budget Detail" funding request?
<input checked="" type="checkbox"/> Page 8.	Has the "Financial Information" section been reviewed and completed by the Chief Financial Officer or designee?
<input type="checkbox"/> Page 9 (Non-profits only)	Have the following pages been initialed by the Authorized Official or designee?
<input checked="" type="checkbox"/> Page 10	
<input checked="" type="checkbox"/> Page 11	
<input checked="" type="checkbox"/> Page 12	
<input checked="" type="checkbox"/> Page 13	
<input checked="" type="checkbox"/> Page 14	Have the necessary signatures been acquired for the application?
<input checked="" type="checkbox"/>	Has the "Organization's Name" and "Project Title" been included on the top of each page on the designated spaces throughout the application?
Other Documentation	
<input checked="" type="checkbox"/> Proposal Request	Has the organization reviewed the EUDL Contract Proposal Request? The document can be found on the TABC public website under Forms/Grants.
<input checked="" type="checkbox"/> Overtime Policy	Has a copy of the organization's overtime policy been included if overtime funds will be requested?
<input type="checkbox"/> Letters of Support	Has a letter of support been submitted for projects that will collaborate with one or more organization(s) on project activities? (Not Required)