



CROOK COUNTY COURT MEETING
Crook County Annex | 320 NE Court St. | Prineville OR
WEDNESDAY, January 19, 2022 at 9:00 A.M.

Members of the public and media are welcome to attend in person with social distancing or via WebEx 1-408-418-9388; Access Code: 126 538 6281; Meeting Password: jEnpYBs933

CONSENT AGENDA

(Routine matters which are not expected to generate discussion and are approved in a single vote. Any member of the Court may request removal of an item for separate discussion or vote.)

1. Approve Minutes of January 4, 2022 and January 11, 2022 Work Session; January 5, 2022 Regular Meeting and January 5, 2022 Knife River Hearing
2. Approve Scalehouse Software Contract w/ Creative Information Systems
3. Approve Chronic Disease Prevention Marketing Consultant Contract w/ Quon Design
4. Approve Third Extension to Professional Services Contract

SCHEDULED APPEARANCES – None Scheduled

DISCUSSION

5. PUBLIC HEARING: Ordinance 327 – Noxious Weed List Requester: John Eisler
6. PUBLIC HEARING: Ordinance 328 – Goal 5 PAPA Requester: John Eisler
7. Professional Services Agreement with GEL Oregon Requester: Eric Blaine
8. Grant for Comprehensive Opioid, Stimulant, and Substance Abuse Prevention Program Requester: Eric Blaine

EXECUTIVE SESSION

9. ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

**The Court may add additional items arising too late to be part of this Agenda. Agenda items may be rearranged to make the best use of time.*

**The meeting location is accessible to persons with disabilities. If additional accommodations are required, please submit your request 48 hours prior to the meeting by contacting County Administration at 541-447-6555.*

NOTICE AND DISCLAIMER

The Crook County Court is the governing body of Crook County and holds public meetings (generally on the first and third Wednesday of each month) to deliberate upon matters of County concern. As part of its efforts to keep the public apprised of its activities, the Crook County Court has published this PDF file. This file contains the material to be presented before the County Court for its next scheduled regular meeting.

Please note that while County staff members make a dedicated effort to keep this file up to date, documents and content maybe added, removed or changed between when this file is posted online and when the County Court meeting is held. The material contained herein maybe changed at any time, with or without notice.

CROOK COUNTY MAKES NO WARRANTY OF ANY KIND, EXPRESSED OR IMPLIED, INCLUDING ANY WARRENTY OF MERCHANTABILITY, ACCURACY, FITNESS FOR A PARTICULAR PURPOSE OR FOR ANY OTHER MATTER. THE COUNTY IS NOT RESPONSIBLE FOR POSSIBLE ERRORS, OMMISSIONS, MISUSE OR MISINTERPERTATION.

Please also note that this file does not contain any materials scheduled to be discussed at an executive session or material the access to which maybe restricted under the terms of Oregon law.

If you are interested in obtaining additional coples of any of the documents contained herein, they maybe obtained by completing a Crook County Public Records Request form. Request forms are available on the County's website.

**CROOK COUNTY COURT MINUTES
OF JANUARY 4, 2022 WORK SESSION
Open Portion**

Be It Remembered that the Crook County Court met in a regularly scheduled Work Session on January 4, 2022, at 9:00 a.m. in the Administration Conference room located at 203 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford, Commissioner Jerry Brummer and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via WebEx: Legal Counsels Eric Blaine and John Eisler; Administration Executive Assistant Amy Albert; Legal Assistant Lindsay Azevedo; Director Kim Barber; Manager Tim Deboodt; Manager Kim Herber; Assessor Jon Soliz; Maintenance Tech Corey Lopez; Director Joe Viola; Director Dodge Kerr; Director Katie Plumb; Mike Warren and Library Staff.

WORK SESSION

The meeting was **called to order at 9:00 a.m.**

Agenda Item #1, Job Structuring: This matter was pulled from the agenda.

Additional Item: Commissioner Barney discussed the possibility of the Forrest Service building a tower at the Heli base. There will be more details to come.

At 9:14 a.m. the Court read into Executive Session under the following statute(s): ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions and ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.

EXECUTIVE SESSION

At the conclusion of the Executive Session, the County Court convened back into Open Session, inviting members of the public into the meeting room.

MOTION to attend and approve closing at Prineville AmeriTitle today at 3 pm. Motion seconded. No further discussion. Motion carried 3-0. There being no further business before the Court, the meeting was **adjourned at 9:50 a.m.**

Respectfully submitted,

Amy Albert

**CROOK COUNTY COURT MINUTES
OF JANUARY 11, 2022 WORK SESSION
Open Portion**

Be It Remembered that the Crook County Court met in a regularly scheduled Work Session on January 11, 2022, at 9:00 a.m. in the Administration Conference room located at 203 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford, Commissioner Jerry Brummer and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via WebEx: Legal Counsels Eric Blaine and John Eisler; Administration Executive Assistant Amy Albert; Legal Assistant Lindsay Azevedo; Manager Randy Davis; Director Will VanVactor; Director Dodge Kerr; Manager Tim Deboodt; Manger Kim Herber; Chris Gannon and Mike Ervine.

WORK SESSION

The meeting was **called to order at 9:00 a.m.**

Agenda Item #1, Potential County Sponsorship of Federal Watershed Restoration

Grants: Tim Deboodt and Chris Gannon appeared before the Court to discuss a proposal for NRCS funds. The funds would be designated to three separate projects: LCR watershed restoration, OID irrigation conveyance infrastructure and aquifer storage and recovery. Mr. Deboodt and Mr. Gannon have matching fund sources for each of these projects however, they need a local agency, either the City or the County to be the applicant. There would be no cost to the County as administration fees will be build into the funding.

MOTION to approve County serving as applicant for NRCS PL-83-566. Motion seconded. No further discussion. Motion carried 3-0.

Agenda Item #2, Community Development Update: Community Development Director Will VanVactor and Building Manager Randy Davis provided the Court with their monthly update. The building department issued 160 permits in the month of December while the planning department processed 35 applications. Community Development is updating their code, so it is consistent with state law.

Agenda Item #3, Pharmacy Services Agreement for Crook County Jail (Request to

Approve): The current contract the County has regarding a pharmacy services agreement for the jail will expire on Thursday. The pharmacist who currently has the contract contacted the County stating they no longer want the contract. Rite Aid Pharmacy has declined the contact so, County Counsel is waiting to hear from Clinic Pharmacy. Due to time constraints Commissioner Barney will sign the contract outside of Court however, this matter will be discussed at a future Court meeting.

MOTION to delegate authority to Commissioner Barney to sign jail pharmacy services agreement on behalf of the County. Motion seconded. No further discussion. Motion carried 3-0.

At 9:47 a.m. the Court read into Executive Session under the following statute(s): ORS 192.660(2)(h) Consulting with Counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

EXECUTIVE SESSION

At the conclusion of the Executive Session, the County Court convened back into Open Session, inviting members of the public into the meeting room.

MOTION to support intervenors motion as discussed in Executive Session. Motion seconded. No further discussion. Motion carried 3-0. There being no further business before the Court, the meeting was **adjourned at 9:52 a.m.**

Respectfully submitted,

Amy Albert

**CROOK COUNTY COURT MINUTES
OF JANUARY 5, 2022 REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Court met in a Regular Court meeting on January 5, 2022, at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford, Commissioner Jerry Brummer and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via WebEx: Legal Counsels Eric Blaine and John Eisler; Administration Executive Assistants Amy Albert; Legal Assistant Lindsay Azevedo; Director Kim Barber; Road Master Bob O'Neal; Manager Tim Deboodt; Director Will VanVactor; Planning Technician Senior Hannah Elliott; Ann Biere and members of the public.

REGULAR SESSION

The meeting was **called to order at 9:00 a.m.**

MOTION to approve the Consent Agenda as presented with the changes to the DA Davidson Engagement Letter. Motion seconded. No discussion. Motion carried 3-0.

EXECUTIVE SESSION

None Scheduled

There being no further business before the Court, the meeting was **adjourned at 9:04 a.m.**

Respectfully submitted,

Amy Albert

**CROOK COUNTY COURT MINUTES
OF JANUARY 5, 2022 KNIFE RIVER MEETING
Open Portion**

Be It Remembered that the Crook County Court met in a Court meeting on January 5, 2022, at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford, Commissioner Jerry Brummer and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via WebEx: Legal Counsels Eric Blaine and John Eisler; Administration Executive Assistants Amy Albert; Legal Assistant Lindsay Azevedo; Director Kim Barber; Road Master Bob O'Neal; Manager Tim Deboodt; Director Will VanVactor; Planning Technician Senior Hannah Elliott; Ann Biere; Permit Technician Jennifer Orozco; Planner Katie McDonald; Matt McCaw; Amber Hudspeth; Steve Motz; Bryan Zednik; Matt Ropp; Pastor Ron Hemphill; Adam Mikulski; Karen Mikulski; Dick Zimmerlee; Deb Zimmerlee; Donna Kriege and Monique Davis.

Judge Seth Crawford opened the fourth Knife River hearing with a recap of the procedural history. Judge Crawford requested Community Development Director Will VanVactor provide the Court with an updated report.

Will VanVactor stated on December 8, 2021, Mr. and Mrs. Zimmerlee's attorney, Ed Fitch submitted a letter after the record was closed, the letter was not provided to County Court, however the letter was reviewed by County staff, and it was determined that no new evidence was submitted. Therefore, it was recommended the record remain closed.

MOTION to disallow letter to be submitted into the record. Motion seconded. No further discussion. Motion carried 3-0.

Mr. VanVactor outlined the four steps that were used by staff in making their proposed findings. The first step was to determine if the site is significant. This step was not disputed by any of the parties involved. The second step was to determine the negative impacts of the site. There were several factors to consider with this step, as eleven properties are impacted by this site. The third step is to consider the economic consequences. The fourth and final step is for the Court to determine if the site should be a 3B or 3C site. County staff has recommended several conditions be included upon Knife River. Knife River is not comfortable with all the conditions.

County Court deliberated as to what designation this site should be, unanimously designating the site 3B. This decision was due to the fact the site is near city limits and there are small lots across the road. County staff will compile a list of conditions for the County Court to review at the next meeting, January 19, 2022.

MOTION to designate site 3B and direct staff to prepare final findings and conditions. Motion seconded. No further discussion. Motion carried 3-0.

There being no further business before the Court, the meeting was **adjourned at 9:55 a.m.**

Respectfully submitted,

Amy Albert

Crook County Counsel's Office

Mailing: 300 NE Third St., Prineville, OR 97754

• Phone: 541-416-3919

Physical: 301 NE 3rd St., Ste 200, Prineville, OR 97754

• Fax: 541-447-6705



MEMO

TO: Crook County Court

FROM: County Counsel

DATE: 12/21/2021

RE: Scalehouse Software Contract w/ Creative Information Systems
Our File No.: LANDFILL 103(B)

This is the 3rd extension for the Contract with Creative Information Systems for the software at the Landfill. The previous extension expired 11/30/2021; however, work has not been completed due to a glitch in the system. The County has offered an additional 3 months to complete the project and the Landfill supports this extension.

Please place this memo and the attached document(s) on the Wednesday, January 5, 2022 County Court Agenda as a CONSENT ITEM, for approval and signatures.

3rd EXTENSION TO GOODS AND SERVICES CONTRACT

This 3rd Extension to Goods and Services Contract (“Extension”) is entered into upon the date of the last signature and effective retroactively to December 1, 2021, by and between Crook County, a political subdivision of the State of Oregon (hereinafter “County”), and Creative Information Systems, Inc., (hereinafter “Contractor”).

RECITALS

WHEREAS, on December 2, 2020, County and Contractor entered into a Goods and Services Contract (the “Contract”) for the Crook County Landfill Scaling Software and Accessories Project; and

WHEREAS, the Contract was amended on June 1, 2021 and again on September 15, 2021, extending the time to complete full performance to November 30, 2021; and

WHEREAS, the length of time required to complete the project is taking longer than expected; and

WHEREAS, County and Contractor desire to further extend the term of the Contract to complete full performance in accordance with all plans and specifications by February 28, 2022.

AGREEMENT

NOW, THEREFORE, in consideration of the promises set forth herein, the parties to this Extension agree as follows:

1. Performance. Paragraph number 1 of the Contract is hereby amended to extend the term to complete full performance in accordance with all plans and specifications from November 30, 2021 to February 28, 2022.
2. Reaffirmation of Goods and Services Contract. Except as modified by this Extension, all terms and conditions of Contract are reaffirmed and remain unmodified and in full force and effect.
3. Counterparts. This Extension may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Facsimiles and electronic transmittals of the signed document shall be binding as though they were an original of such signed document.

In witness whereof, the parties have hereunto affixed their hands and seals the date first hereinabove written.

For Contractor:

Creative Information Systems, Inc.

By: Theodore P Chumas

Theodore P. Signature

Chumas

Print Name

Its: Theodore P
CHumas

Date 01 / 03 / 2022

For County:

CROOK COUNTY COURT

Seth Crawford, County Judge

Date: _____

Jerry Brummer, County Commissioner

Date: _____

Brian Barney, County Commissioner

Date: _____

TITLE	3rd Extension - Crook County Landfill
FILE NAME	3rd%20Extension.pdf
DOCUMENT ID	a9f9ce60b3fbe472312850277335d80096d485ea
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

This document was requested from app.clio.com

Document History



12 / 27 / 2021
19:23:38 UTC

Sent for signature to Theodore P. Chumas (tchumas@creativeinfo.net) from lindsay.azevedo@co.crook.or.us
IP: 198.163.255.52



01 / 03 / 2022
13:25:42 UTC

Viewed by Theodore P. Chumas (tchumas@creativeinfo.net)
IP: 204.148.137.174



01 / 03 / 2022
13:26:40 UTC

Signed by Theodore P. Chumas (tchumas@creativeinfo.net)
IP: 204.148.137.174



COMPLETED

01 / 03 / 2022
13:26:40 UTC

The document has been completed.

Crook County Counsel's Office

Mailing: 300 NE Third St., Prineville, OR 97754
Physical: 301 NE 3rd St., Prineville, OR 97754

• Phone: 541-416-3919
• Fax: 541-447-6705



MEMO

TO: Crook County Court

FROM: County Counsel

DATE: 1/10/2022

RE: Chronic Disease Prevention Marketing Consultant Contract w/ Quon Design
Our File No.: HEALTH 176(A)

This Contract relates to the Health Department's Chronic Disease Prevention Program (Diabetes and other chronic conditions).

The original Contract went into effect on April 12, 2021, with a termination date of June 30, 2021. Two extensions have been executed extending the deadline through December 31, 2021. A third extension is now required and will be effective January 1, 2022. Quon requested amendments to the Contract for the next extension. The project status and amended terms are as follows:

- Engage Partners/Stakeholders: \$2,400 (COMPLETED)
- Website Design: \$500 (NA/unused funds)
- Social Media Content: \$3,350 (COMPLETED \$1,400 over budget)
- Print Media Design: \$5,502
- Market Testing: \$450
- Public Relations: \$2,000
- Dedicated Website: \$6,400 (MOSTLY COMPLETED)
- Procure Testimonials: \$1,800
- Photography: \$500
- Video: \$1,750

The spent or earmarked budget total for the 2nd amendment was \$19,200. The new spent or earmarked budget is \$22,402 with a balance remaining of \$2,598. The new deadline for this program is March 31, 2021.

Katie Plumb has approved this amendment.

Please let us know if you have any questions.

Please place this memo and the attached document(s) on the Wednesday, January 19, 2022, County Court Agenda as a CONSENT ITEM, for approval and signatures.

EXTENSION #3 TO PROFESSIONAL SERVICES CONTRACT

This Extension #3 to Professional Services Contract (“Extension 3”) is retroactively entered into and effective January 1, 2022, by and between Crook County, a political subdivision of the State of Oregon (hereinafter “County”), and Quon Design & Communications Inc., (hereinafter “Contractor”).

RECITALS

WHEREAS, on April 12, 2021, County and Contractor entered into a Professional Services Contract (hereinafter “Agreement”) for prevention marketing and consulting services; and

WHEREAS, on July 13, 2021, County and Contractor extended the Agreement through September 30, 2021; and

WHEREAS, on October 1, 2021, County and Contractor extended the Agreement through December 31, 2021; and

WHEREAS, County and Contractor desire to extend the term of the Agreement to March 31, 2021.

AGREEMENT

NOW, THEREFORE, in consideration of the promises set forth herein, the parties to this Extension agree as follows:

1. Term. The Agreement is hereby extended to expire on March 31, 2021.
2. Amendment. The scope of services outlined in Exhibit D of the Agreement are hereby modified to reflect the updated services outlined in the attached Exhibit D.
3. Reaffirmation of Professional Services Contract. Except as modified by this Extension 3, all terms and conditions of the Agreement are reaffirmed and remain unmodified and in full force and effect.
4. Counterparts. This Extension 3 may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Facsimiles and electronic transmittals of the signed document shall be binding as though they were an original of such signed document.

[SIGNATURE BLOCK ON NEXT PAGE]

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IN WITNESS WHEREOF, the parties have executed this Extension 3 to be effective the date first set forth above.

QUON DESIGN & COMMUNICATION INC

CROOK COUNTY

By: Mark Quon
 Signature
Mark Quon
 Printed Name
 Title: President
 Date: 01 / 10 / 2022

By: _____
 Signature

 Printed Name
 Title: _____
 Date: _____



STATUS REPORT

Crook County Health Department



Prevent Diabetes

CENTRAL OREGON

Get Active | Lose Weight | Feel Great



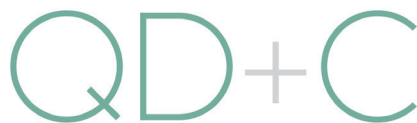
Living Well

CENTRAL OREGON

Learning to thrive with chronic conditions

Updated December 7, 2021

Presented by



Quon Design + Communication Inc.

Status for Your Health Central Oregon Campaign as of December 7, 2021

1. Engage Partners/Stakeholders

- QD+C will coordinate a one-hour online visioning session with key stakeholders and identify the specific communication needs to effectively promote the chronic disease management/diabetes prevention programs.

Estimated cost: \$1,200 Completed

- QD+C will develop a strategic communication plan based on information gathered from the visioning session.

Estimated cost: \$1,200 Completed

2. Website Design Consultation

- QD+C will work with CCHD website point person to recommend design concepts and effectiveness for displaying information.

Estimated cost: \$500 NA/Unused funds

3. Social Media Content

- QD+C will create a PDCO/LWCO Facebook page campaign and research/manage 8-10 posts per month. Posts to be in English only.

Update: Additional post images/messages have been created (new workshops, Prevent Diabetes Month) (\$500)

Previously: Your Health Central Oregon Facebook page was created and managed for one month before request from DCHS PIO to take down. Three month posting schedule creation for 2021 workshops have gone \$650 over budget. Additional post images with new photography have been created for an additional \$250.

Estimated cost: \$1,950 (3 month period) (\$3,350 spent)

4. Print Media Design

- QD+C will design printed collateral in English only based on the needs of the campaign.

Update:

- **Flyer w/tabs printed (\$92)**
- **Prevent Diabetes February 1 workshop flyer designed (\$400)**
- **YHCO Rack Card designed, printed and delivered (\$500 + \$360 = \$860)**
- **3 ads designed and submitted for Prineville/Madras/Redmond Round Ups (\$1,050) (client was invoiced directly for insertion and cost is not reflected)**
- **Misc. updates to existing flyers (\$300)**

Previously: 7 workshop flyers have been designed. Spanish translations on hold. Flyer w/tabs designed.

Estimated budget: \$6,750 (\$5,502 spent)

4. Market Testing

- QD+C recommends presenting campaign concepts to key partners/stakeholders for input and recommendations before public launch. Estimate based on developing a presentation to be emailed to key partners/stakeholders for review and making minor adjustments.

Estimated cost: \$450 Ongoing

Public Relations

Based on stakeholder input from the initial visioning session, QD+C will explore the development and distribution of public relations materials in English and Spanish which could include a series of public service announcements (focusing on a few of the region's most common chronic diseases), workshop community calendar listings, past workshop participant testimonials, press releases and media pitches. QD+C will also provide coaching for coordinate media interviews as appropriate/needed.

Estimated cost: \$2,000 Ongoing

Update:

- **2 PSAs (chronic pain & chronic conditions) written, recorded and distributed to 11 CO radio stations**
- **Community calendar posting and outreach to local papers in Sisters, Prineville, Madras and Warm Springs.**
- **Outreach to chambers in LaPine, Prineville, Madras, Redmond, and Bend**

Previously: Community calendars researched and posts developed and submitted to community calendars. PSA written, recorded and distributed to 11 CO radio stations. No Spanish translations due to delay of Spanish workshops available.

Dedicated Website

Create a **dedicated, bilingual website** for PDCO/LWCO to consolidate information in one, easy to navigate site. A dedicated website could house workshop registration as well as specific information about chronic condition symptoms/factors such as diabetes, arthritis, HIV/AIDS, high blood pressure, heart disease, etc.

Estimated cost: \$6,400* Ongoing edits. Spanish translations on hold pending final approval of content.

**Does not include yearly hosting or plugin expenses.*

Procure testimonials

QD+C would work with health department teams to explore and coordinate the procurement of updated testimonials from workshop participants. Estimate based on 2 testimonials from each county for a total of 6 (3 English/3 Spanish). **Ongoing**

Update: No change. Need 2 testimonials from Madras. Still waiting for consent form from JT/Bend.

Previously: QDC has obtained 5 testimonials (4-Prevent Diabetes/1-Living Well). No Spanish language testimonials due to delay of Spanish speaking workshops. Waiting for approved waiver.

Estimated cost: \$1,800 Ongoing

Incentives

QD+C would work with health department teams to explore and coordinate the procurement of incentives such as health food gift cards for both workshop participants and past workshop participants who work with us to create testimonials.

Ongoing

Update: No change.

Previously: No current incentives have been approved or agreed upon.

Estimated cost: TBD Budget dependent on number of workshops/participants.

Photography

QD+C would coordinate with a photographer to develop a library of local/regional images to be utilized with website content, print media and social media posts (could include photos of testimonial subjects if strategy is appropriate based on visioning session input). Estimate based on 2-day photo shoot.

Update: No change.

Previously: Photos were taken of 4 subjects (2-Prineville, 1-Redmond, 1-Bend). Seth Crawford of Prineville declined to give consent to his image after seeing application of photo with text (didn't want people to think he had a chronic condition).

Estimated cost: \$1,000 (\$500 spent)

Video

Based on stakeholder input from the initial visioning session, QD+C would explore the development of a 2-minute video (English and Spanish) encouraging workshop registration/participation (could include light-hearted cartoon images and graphics and/or photos of past workshop participants).

Update: No change.

Previously: Propose that funds for this concept be applied to purchase gift cards for photo models and inexpensive ad buys in local Round Ups.

Estimated cost: \$1,750*

*Client was invoiced directly for Round Up ad insertions and may be applied to these funds.

Spent or earmarked budget total: \$22,402 (\$2,598 remaining budget)

THIRD EXTENSION TO PROFESSIONAL SERVICES CONTRACT

This Third Extension to Professional Services Contract ("Third Extension") is entered into this 1st day of February 2021, by and between Crook County, a political subdivision of the State of Oregon (hereinafter "County"), and Juniper Enterprises, Inc. dba Quality Heating (hereinafter "Contractor").

RECITALS

WHEREAS, on February 8, 2019, County and Contractor entered into a Professional Services Contract for inspection, maintenance, and repair of the HVAC system located at the Crook County Extension Office; and

WHEREAS, the parties entered into an extension on February 1, 2020 and another on February 1, 2021 to continue Contractor's services for an additional year; and

WHEREAS, the Professional Services Contract is set to terminate on February 1, 2022; and

WHEREAS, County and Contractor desire to extend the term of the Professional Services Contract an additional year as set forth in this Third Extension.

AGREEMENT

NOW, THEREFORE, in consideration of the promises set forth herein, the parties to this Third Extension agree as follows:

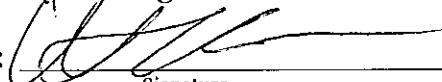
1. Term. Paragraph number 2 of the Professional Services Contract is hereby amended to extend the term to February 1, 2023.
2. Reaffirmation of Professional Services Contract. Except as modified by this Third Extension, all terms and conditions of the Professional Services Contract are reaffirmed and remain unmodified and in full force and effect.
3. Counterparts. This Agreement may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Facsimiles and electronic transmittals of the signed document shall be binding as though they were an original of such signed document.

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In witness whereof, the parties have hereunto affixed their hands and seals the date first hereinabove written.

For Contractor:

JUNIPER ENTERPRISES, INC. dba
Quality Heating

By: 

Signature

Michelle Belden

Print Name

Its: _____

Date 1/11/22

For County:

CROOK COUNTY COURT

Seth Crawford, County Judge

Jerry Brummer, County Commissioner

Brian Barney, County Commissioner

Date: _____

Crook County Counsel's Office

Mailing: 300 NE Third St., Prineville, OR 97754

• Phone: 541-416-3919

Physical: 301 NE 3rd St., Ste 200, Prineville, OR 97754

• Fax: 541-447-6705



MEMO

TO: Crook County Court

FROM: John Eisler, Asst. County Counsel

DATE: January 12, 2022

RE: Ordinance 327 – Noxious Weed List
Our File No.: A Misc. Ordinances

Enclosed is Ordinance 327, which updates the County's Noxious Weed List. The Crook County Noxious Weed Advisory Board has updated their list of noxious weeds in the County for 2022. The list is found in CCC 8.24.060, and amending any non-emergency ordinance requires two public hearings at least 14 days apart. This will be the first hearing.

Please let me know if you have any questions.

Please place this memo and the attached document(s) on the Wednesday, January 19, 2022 County Court Agenda as a DISCUSSION/PUBLIC HEARING ITEM.

IN THE COUNTY COURT OF THE STATE OF OREGON
FOR THE COUNTY OF CROOK

AN ORDINANCE AMENDING CROOK
COUNTY CODE CHAPTER 8.24 UPDATING
THE COUNTY'S NOXIOUS WEED LIST

ORDINANCE 327

WHEREAS, Crook County regulates noxious weeds in Crook County by periodically updating the list of weeds considered noxious; and

WHEREAS, the Crook County Noxious Weed Advisory Board has met to consider amending the County's Noxious Weed List and suggests the amendments as depicted below; and

WHEREAS, pursuant to CCC 8.24.060, the Noxious Weed List may be amended from time to time by the County Court.

NOW THEREFORE, the Crook County Court ordains as follows:

Section One: The above recitals are adopted into and made a part of this Ordinance 327 as the County's findings of fact.

Section Two: Crook County Code Chapter 8.24.050 is amended to read as follows, with deletions ~~struck through~~ and additions *italicized*:

For the purposes of this chapter, the weeds listed below are declared to be noxious:

CLASS A NOXIOUS WEEDS (those receiving the highest priority)	
Yellow Starthistle	Purple Loosestrife
Dalmation Toadflax	Mediterranean Sage
Scotch Thistle	Squarrose Knapweed
Wild Carrot	Tansy Ragwort
Rush Skeleton Weed	African Rue
Musk Thistle	Perennial Pepperweed
Jointed Goatgrass	<i>Orange Hawkweed</i>
<i>Yellow Toadflax</i>	<i>Yellow Flag Iris</i>
<i>Eurasian Watermilfoil</i>	
Leafy Spurge (all areas except Mill Creek drainage and within 50 feet of the high-water mark on the Crooked River)	

CLASS B NOXIOUS WEEDS	
Canada Thistle	St. John's Wort
Common Groundsel	Scotch Broom
Poison Hemlock	Hound's Tongue
Russian Knapweed	White Top
Spiny Sowthistle	Medusa Head
Puncture Vine	Yellow Flag Iris
Myrtle Spurge	<i>Diffuse Knapweed</i>
<i>Spotted Knapweed</i>	<i>Perennial Pepperweed</i>
<i>Medusahead Rye</i>	

CLASS C NOXIOUS WEEDS	
Teasel	Yellow Sweetclover
Russian Thistle	Common Mullein
Kocia	Bur Buttercup
Bull Thistle	Field Bindweed
Western Water Hemlock	<i>Chicory</i>
<i>Ventenata</i>	

Section Three: If any portion of this Ordinance 327 is found by a court of competent jurisdiction to be invalid, all other portions of this Ordinance will remain in full force and effect.

Section Four: Emergency Clause. This Ordinance 327 being necessary for the health, safety, and welfare of the people of Crook County, an emergency is declared to exist, and Ordinance 327 becomes effective immediately upon the second reading.

First Reading: _____, 2022

Second Reading: _____, 2022

DATED this _____ day of _____, 2022

Judge Seth Crawford

Commissioner Jerry Brummer

Commissioner Brian Barney

IN THE COUNTY COURT OF THE STATE OF OREGON
FOR THE COUNTY OF CROOK

**AN ORDINANCE OF THE CROOK
COUNTY COURT AMENDING THE
CROOK COUNTY COMPREHENSIVE
PLAN GOAL 5 INVENTORY BY
INCLUDING A NEW 3B AGGREGATE
SITE AND ADOPTING A SITE
SPECIFIC ENVIRONMENTAL SOCIAL
ECONOMIC (ESEE) ANALYSIS AND
PROGRAM TO ACHIEVE GOAL 5 FOR
THE AGGREGATE SITE AND
DECLARING AN EMERGENCY.**

ORDINANCE No. 328

WHEREAS, the Crook County Planning Commission has recommended that the Crook County Comprehensive Plan be amended to include the subject property as a new aggregate site and adopt a site specific ESEE analysis and Program to Achieve Goal 5 for the aggregate site; and

WHEREAS, the Crook County Court considered the matter, *de novo*, and confirms the Planning Commission's recommendation that the Crook County Comprehensive Plan be amended to include the subject property as a new aggregate site and adopt a site specific ESEE analysis and Program to Achieve Goal 5 for the aggregate site; and

WHEREAS, the comprehensive plan amendment is authorized by Crook County Code Title 18, Chapter 18.168, and the Comprehensive Plan of Crook County; and

NOW, THEREFORE, the Crook County Court ordains as follows::

SECTION 1: Amendment. Ordinance 17 (the Crook County Comprehensive Plan) is amended to add the approximately 77.98 acre site, described as T 14 S, R 15 EWM, Section 14, Tax Lot 103, to the Goal 5 Inventory as a significant aggregate resource site and to adopt the ESEE analysis and Program to Achieve Goal 5 as a text amendment to

place the subject site on the inventory of significant sites as a 3B site, which shall be conserved and protected for mining.

SECTION 2: Findings. The Crook County Court adopts the recommendation of the Crook County Planning Commission and issues its Findings of Fact and Conclusions of Law (Attachment A), which includes an ESEE Analysis and Program to Achieve Goal 5, as its findings in support of its Decision.

SECTION 3: Emergency. The Ordinance being necessary for the health, welfare, and safety of the people of Crook County, an emergency is hereby declared to exist and this Ordinance shall become effective upon signing.

First Reading: _____, 2022

Second Reading: _____, 2022

DATED this _____ day of _____, 2022

Judge Seth Crawford

Commissioner Jerry Brummer

Commissioner Brian Barney

Attachment A

[reserved]

Crook County Counsel's Office

Mailing: 300 NE Third St., Prineville, OR 97754

• Phone: 541-416-3919

Physical: 301 NE 3rd St., Ste 200, Prineville, OR 97754

• Fax: 541-447-6705



MEMO

TO: Crook County Court

FROM: Eric Blaine, County Counsel

DATE: January 12, 2022

RE: Professional services agreement with GEL Oregon for budget assistance services
Our File No.: Ct. Contracts # 232(D)

In preparation for the months-long public budget process, the County has sought to engage the services of GEL Oregon, Inc., of West Linn, Oregon. GEL has proposed the attached scope of services that would continue through the end of July, 2022. The total dollar amount is expected to equal \$105,000.00 (at a flat rate of \$15,000.00 per month) plus reimbursement for actual costs for mileage, food, and motels, up to \$150.00 per day (up to just under \$29,000.00). GEL Oregon states that it anticipates spending roughly 30 hours per week engaged on these services.

The list of services includes many facets, such as working within the OpenGov software platform the County has previously used to great success, developing plans for 3-5 year revenue assumptions, assisting the County in determining how to spend Covid-related funds, and assisting the County Court "as otherwise needed with executive level management services."

Please let me know if you have any questions.

Please place this memo and the attached document(s) on the Wednesday, January 19, 2022 County Court Agenda as a DISCUSSION ITEM, for approval and signatures.

PROFESSIONAL SERVICES CONTRACTCONSULTANT: A. Andrew Parks, CPA & GEL Oregon, Inc. DATE: _____, 2022ADDRESS: 27411 SW Campbell Lane West Linn OR 97068
Street Address City State ZipPHONE NUMBER: 541-913-9779 EMAIL: aparks@geloregon.com

The signing of this Contract (Agreement) by CONSULTANT and CROOK COUNTY, a political subdivision of the State of Oregon, authorizes CONSULTANT to carry out and complete the services as described below in consideration of the mutual covenants set forth herein.

- 1) **PROJECT:** The services described below are to be provided by CONSULTANT in connection with a Project identified as follows: Call-when-needed services as described on the attached Exhibit A, by this reference incorporated herein.
- 2) **DURATION:** This Agreement shall run from the date when signed by both parties through July 31, 2022, unless terminated sooner according to the provisions of this Agreement. Note: the objective is to complete the work associated with this project prior to the end of the fiscal year June 30, 2022.
- 3) **FEE FOR SERVICES:** CONSULTANT's fee for services shall be as follows: A flat fee of \$15,000.00 per month; plus actual travel-related expenses for mileage, meals, and motels, not to exceed \$150.00 per day.
- 4) **EXTRA SERVICES:** CONSULTANT may also perform Extra Services (services not specified under Scope of Services), provided CONSULTANT and Crook County have agreed in writing to the Scope and fees for such Extra Services.
- 5) **SCOPE OF WORK:** CONSULTANT shall perform the following work: The services described on the attached Exhibit A.
- 6) **PAYMENT:** CONSULTANT must provide Crook County with a fully completed W-9 form upon execution of the Agreement and prior to beginning services. CONSULTANT will not be paid until a fully completed W-9 form is submitted.
- 7) **INDEPENDENT CONSULTANT:** It is understood and agreed that CONSULTANT, while performing services pursuant to this Agreement, is at all times acting and performing as an independent CONSULTANT.
- 8) **TAX DUTIES AND LIABILITIES:** Neither federal, nor state, nor local income tax or payroll tax of any kind will be withheld or paid by Crook County. CONSULTANT is responsible to pay, according to law, CONSULTANT's income tax and self-employment tax, if applicable.
- 9) **CONFIDENTIALITY:** During the course of performance of work under this Agreement, CONSULTANT may receive information regarding organizations and the County's business practices, employees, clients, etc. CONSULTANT agrees to maintain the confidentiality of such information and to safeguard such information against loss, theft or other inadvertent disclosure.

- 10) **AUTHORIZED SIGNATURES REQUIRED:** Only those persons authorized by the Crook County Purchasing Rules and Procedures may enter into a binding agreement or contract, including a purchase order, for the purchase or sale of goods or services on the part of the county. All persons doing business with the County shall be responsible for being familiar with the Crook County Purchasing Rules and Procedures and for ensuring that the person purporting to act for the County has been duly authorized.
- 11) **PAYMENT BY COUNTY:** County will pay invoices on the 10th or 25th days of the month based upon date the invoice is received.
- 12) **INDEMNIFICATION:** CONSULTANT shall defend, indemnify and hold harmless Crook County, its agents, servants and employees, respectively, against all claims, demands and judgments (including attorney fees) made or recovered against them for damages to real or personal property or for bodily injury or death to any person, arising out of, or in connection with this Agreement, to the extent such damage, injury or death, is caused by the negligence or intentional wrongful act of CONSULTANT, for its employees, servants or agents.
- 13) **COMPLIANCE WITH THE LAWS:** CONSULTANT agrees to comply with the provisions of this Agreement, Title VI of the Civil Rights Act of 1964, and with all applicable federal, state, county and local statutes and rules.
- 14) **PROTECTION OF PERSONAL INFORMATION:** If CONSULTANT obtains any personal information as defined in ORS § 646A.602(11) related to this Agreement or concerning any County employee, CONSULTANT agrees to provide appropriate safeguards to protect the security of this information. CONSULTANT shall have provided appropriate safeguards by meeting or exceeding the requirements stated in ORS §646A.622.
- 15) **CONDITIONS CONCERNING PAYMENT, CONTRIBUTIONS, LIENS, WITHHOLDING:** Pursuant to ORS 279B.230, CONSULTANT shall: (a) Make payment promptly, as due, to all persons supplying to the CONSULTANT labor or material for the performance of the work provided for in the Agreement; (b) Pay all contributions or amounts due the Industrial Accident Fund from the CONSULTANT or subCONSULTANT incurred in the performance of the Agreement; (c) Not permit any lien or claim to be filed or prosecuted against the state or a county, school district, municipality, municipal corporation, or subdivision thereof, on account of any labor or material furnished; and (d) Pay to the Department of Revenue all sums withheld from employees under ORS 316.167.
- 16) **CONDITIONS CONCERNING PAYMENT FOR MEDICAL CARE AND PROVIDING WORKERS' COMPENSATION:** Pursuant to ORS 279B.230, CONSULTANT shall: (a) Promptly, as due, make payment to any person, copartnership, association, or corporation furnishing medical, surgical, and hospital care services or other needed care and attention, incident to sickness or injury, to the employees of CONSULTANT, of all sums that CONSULTANT agrees to pay for the services and all monies and sums that CONSULTANT collected or deducted from the wages of employees under any law, contract, or agreement for the purpose of providing or paying for the services; and (b) Comply with ORS 656.017 or if not exempt under ORS 656.126.
- 17) **ENTIRE AGREEMENT:** This Agreement signed by both parties is the final and entire agreement and supersedes all prior and contemporaneous oral or written communications between the parties, their agents and representatives.

- 18) **AMENDMENTS:** This Agreement may be supplemented, amended or revised only in writing signed by both parties.
- 19) **ASSIGNMENT:** CONSULTANT may not assign this Agreement, in whole or in part, without the prior written consent of County
- 20) **EQUIPMENT, TOOLS, MATERIALS, AND/OR SUPPLIES:** CONSULTANT will provide all equipment, tools, materials or supplies necessary to fulfill CONSULTANT's obligations under the terms of this agreement
- 21) **TERMINATION:** (a) Either party may terminate this Agreement after giving seven (7) days prior written notice to the other of intent to terminate without cause. The parties shall deal with each other in good faith during the seven (7) day period after notice of intent to terminate without cause has been given; (b) With reasonable cause, either party may terminate this Agreement effective immediately after giving written notice of termination for cause. Reasonable cause shall include material violation of this Agreement or any act exposing the other party to liability to others for personal injury or property damage; (c) Notwithstanding any other provision of this Agreement, the County shall not be obligated for the CONSULTANT's performance hereunder or by any provision of this Agreement during any of the County's future fiscal years unless and until the Crook County Court appropriates funds for this Agreement in the County's budget for such future fiscal year. In the event that funds are not appropriated for this Agreement, then this Agreement shall terminate as of June 30 of the last fiscal year for which funds were appropriated.
- 22) **NO AUTHORITY TO BIND CROOK COUNTY:** CONSULTANT has no authority to enter into contracts on behalf of Crook County. This Agreement does not create a partnership between the parties.
- 23) **HOW NOTICES SHALL BE GIVEN:** Any notice given in connection with this Agreement must be in writing and be delivered either by hand to the party or by certified mail, return receipt requested, to the party at the party's address as stated above, or to Crook County at 300 N.E. 3rd Street, Prineville, OR 97754.
- 24) **GOVERNING LAW AND VENUE:** Any dispute under this Agreement shall be governed by Oregon law with venue being located in Crook County, Oregon.
- 25) **SEVERABILITY:** If any part of this Agreement shall be held unenforceable, the rest of this Agreement will remain in full force and effect.
- 26) **INSURANCE AND LICENSE:** At all times work is performed under this agreement, CONSULTANT must be licensed and must maintain Commercial General Liability insurance with minimum limits equal to the liability limits as set by the Oregon Revised Statutes for a public entity (ORS 30.260 et seq.) aggregate. Upon request, CONSULTANT must provide County with evidence of insurance.
- 27) **ATTORNEY FEES:** In the event an action, lawsuit, or proceeding, including appeal therefrom, is brought for failure to observe any of the terms of this Agreement, each party shall bear its own attorney fees, expenses, costs, and disbursements for said action, lawsuit, proceeding, or appeal.

- 28) **WAIVER:** The failure of either party at any time or from time to time to enforce any of the terms of this Agreement shall not be construed to be a waiver of such term or of such party's right to thereafter enforce each and every provision of the Agreement.
- 29) **HOURS:** Pursuant to ORS 279B.235, with certain exceptions listed below, CONSULTANT shall not require or permit any person to work more than 10 hours in any one day, or 40 hours in any one week except in case of necessity, emergency, or where public policy absolutely requires it, and in such cases person shall be paid at least time and a half for: (a) All overtime in excess of eight hours a day or 40 hours in any one week when the work week is five consecutive days, Monday through Friday, or (2) All overtime in excess of 10 hours a day or 40 hours in any one week when the work week is four consecutive days, Monday through Friday, and (3) All work performed on the day specified in ORS 279B.020(1). (4) CONSULTANT shall follow all other exceptions, pursuant to ORS 279B.235 (for non-public improvement contracts), including contracts involving collective bargaining agreements and contracts for services; (5) CONSULTANT must give notice to employees who work on a public contract in writing, either at the time of hire or before commencement of work on the contract, or by posting a notice in a location frequented by employees, of the number of hours per day and days per week that the employees may be required to work.
- 30) **COUNTERPARTS:** This Agreement may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Facsimiles and electronic transmittals of the signed document shall be binding as though they were an original of such signed document.

CONSULTANT and CROOK COUNTY acknowledge that they are in agreement with the terms and conditions set forth in this Professional Services Contract.

ACCEPTED FOR CONSULTANT:

ACCEPTED FOR CROOK COUNTY

GEL OREGON, INC.

CROOK COUNTY COURT

BY: _____

A. Andrew Parks

Seth Crawford, County Judge

Print Name

TITLE: _____ CPA

Jerry Brummer, County Commissioner

DATE: _____

Brian Barney, County Commissioner

Date: _____

Exhibit A
 Scope of Services
 January 2022 – July 31, 2022

1. Fiscal Year 2022
 - a. Immediately initiate a mid-year review of financial status in property tax supported governmental funds
 - i. General, Health Services, Sheriff, and Library
 - b. Create quarterly budget-actual report template in OpenGov
 - i. Prepare report for second quarter ended December 31, 2021
 1. Document process and provide to Finance Director
 - ii. Assist Finance Director as needed with preparation/review of third quarter report
2. Fiscal Year 2023 Budget
 - a. Oversee development/preparation of the fiscal year 2023 budget including but not limited to the following:
 - i. Incorporate the key characteristics of the Government Financial Officer Association's (GFOA) best practices for the fiscal year 2023 budget process
 1. Facilitate and adopt broad organizational goals
 2. Establish linkages within the budgeting process to these goals
 3. Prepare 3-5-year financial plans for each County operation/activity
 4. Assist departments with preparation of 5-year capital improvement plans
 - a. Provide excel worksheet format with preliminary replacement schedule
 - b. Review schedule with each major department and provide direction/instructions on desired feedback including but not limited to
 - i. Departmental review and edits
 - ii. Additions/subtractions of individual items
 - iii. Explanation of standards used, e.g., mileage and or age for vehicles
 5. Focus budget decisions on desired results and outcomes
 6. Involve and promote effective communication with stakeholders
 - a. Organization wide kick-off meeting
 - b. Regular meetings/communication with department representatives
 - i. Some such as the Sheriff and Health Services more often than others such as Weed
 - ii. Citizens and users of services
 1. Engage budget committee early to update on fiscal year 2021 year-end results and year-to-

- date fiscal year 2022 results (December 31, 2022 and FY 2022 year-end estimates)
- iii. Elected officials, regular meetings with each of the electeds related to their liaison departments and collectively on a periodic basis
- 7. Document processes including preparation of budget calendar
- 8. Educate staff on use of OpenGov and budget process including best practices
- 9. Coordinate budget presentations to Budget Committee
 - a. Department presentations
 - b. Consultant to provide overview and financial summaries of funds and County-wide financials
- 10. Provide suggestions on incentives to management and employees related to organizational performance, effectiveness and efficiency
- 11. Submit the fiscal year 2023 budget to GFOA for award consideration

County staff will be responsible for drafting budget document language such as department mission, goals, objectives, changes from previous year, challenges and opportunities, etc. Consultant will provide assistance and feedback and editing to ensure consistency throughout the budget document.

- 3. Assist County Court with efforts to fully utilize federal funds related to covid-19
 - a. Organize and update current efforts, expenditures and plans (end of January 2022)
 - b. Present findings to County Court including opportunities for use of funds (February 2022)
 - i. A component of the fiscal year 2023 budgeting process
 - c. Incorporate County Court priorities, current status and opportunities to a draft plan (March 2022)
 - d. Present draft plan for consideration to County Court (March 2022)
 - e. Incorporate County Court decision(s) into fiscal year 2023 budget (and long-term fiscal plans if appropriate) – (April 2022)
- 4. Assist County Court as otherwise needed with executive level management services

Consultant will be onsite as needed to ensure timely completion of the above scope and to assist County personnel where onsite presence is helpful. The estimated percentage of time onsite is approximately twenty-five to thirty percent (25%-30%), with some concentrations of time, e.g., two-three days for two consecutive weeks.

Compensation

The above scope is anticipated to require an average of thirty hours per week. A flat fee of \$15,000 per month plus actual reasonable travel related expenses for mileage, meals and motels, not to exceed \$150 per day on site.

Accountability

Report to the County Court as a whole, with weekly progress reports submitted.

Each of the Court members may communicate directly with Consultant.

Consultant's primary point of contact for budget will be County Judge.

Crook County Legal Counsel

Mailing: 300 NE Third St., Rm 10, Prineville, OR 97754 • Phone: 541-416-3919
Physical: 301 NE Third Street, Prineville, OR 97754 • Fax: 541-447-6705



MEMO

TO: Crook County Court

FROM: Crook County Legal Counsel's Office

DATE: January 7, 2022

RE: Grant for Comprehensive Opioid, Stimulant, and Substance Abuse Prevention Program (COSSAP)
Our File No.: Health # 191

The Health Department has applied for, and been approved to receive, a \$200,000.00 grant to implement a program to reduce locally the harms created by drug addiction, particularly (but not exclusively) opioids and heroin. The grant is offered through a federal program. Rather than grant agreements as we are used to, this grant would be accepted electronically.

The Health Department has the necessary electronic credentials to accept the award. For that reason, the request for the County Court's consideration is to authorize the Public Health Director, Katie Plumb, to accept the award on behalf of Crook County.

The attached narrative describes the particular local problems with drug abuse, and the proposed methods for addressing them. One of the goals of the local program would be to develop a criminal justice diversion program. As stated in the application, "The COSSAP funding would increase our capacity to work with our community partners and provide us with the resources needed to assess, develop, and implement a diversion program with local law enforcement and other first responders." Other expected services include a safe syringe exchange program (including opportunities to offer and promote drug treatment alternatives), addressing roadblocks to treatment such as the stigma of drug abuse, and conducting a "medicated assisted treatment (MAT)" evaluation of community needs, wants, and readiness in the context of drug abuse prevention.

If the County wishes to receive this funding, I would propose the following motion:

"I move to approve the Comprehensive Opioid, Stimulant, and Substance Abuse Prevention Program grant award, and to delegate to the Public Health Director authority to accept it on behalf of Crook County."

Please place this memo and the attached document(s) on the Wednesday, January 19, 2022 County Court agenda, as a Discussion item.

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 06/21/2021	4. Applicant Identifier: kplumb	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: Choose State...	
8. APPLICANT INFORMATION:		
* a. Legal Name: Crook County Health Department		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 93-6002290	* c. Organizational DUNS: 5573154050000	
d. Address:		
* Street1: 375 NW Beaver Street	Street2: Suite 100	
* City: Prineville	County/Parish: Choose State...	
* State: OR: Oregon	Province: <input type="text"/>	
* Country: USA: UNITED STATES	* Zip / Postal Code: 97754-1838	
e. Organizational Unit:		
Department Name: Crook County Health Department	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text"/>	* First Name: Katie	
Middle Name: <input type="text"/>	* Last Name: Plumb	
Suffix: <input type="text"/>	Title: Deputy Director	
Organizational Affiliation: Crook County Health Department		
* Telephone Number: 541-447-3260	Fax Number: <input type="text"/>	
* Email: kplumb@h.co.crook.or.us		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Bureau of Justice Assistance

11. Catalog of Federal Domestic Assistance Number:

16.838

CFDA Title:

Comprehensive Opioid, Stimulant, and Substance Abuse Program

*** 12. Funding Opportunity Number:**

O-BJA-2021-94008

* Title:

BJA FY 21 Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program

13. Competition Identification Number:

C-BJA-2021-00092-PROD

Title:

1

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Crook County Health Department's Comprehensive Opioid, Stimulant, and Substance Abuse Prevention Program (COSSAP)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant	OR-002
* b. Program/Project	OR-002
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date:	10/01/2021
* b. End Date:	09/30/2024
18. Estimated Funding (\$):	
* a. Federal	600,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	600,000.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on	<input type="text"/>
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If "Yes", provide explanation and attach	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix:	<input type="text"/>
* First Name:	Katie
Middle Name:	<input type="text"/>
* Last Name:	Plumb
Suffix:	<input type="text"/>
* Title:	Deputy Director
* Telephone Number:	5414473260
Fax Number:	<input type="text"/>
* Email:	kplumb@h.co.crook.or.us
* Signature of Authorized Representative:	Katie Plumb
* Date Signed:	06/21/2021

Award Letter

December 17, 2021

Dear Katie Plumb,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by CROOK, COUNTY OF for an award under the funding opportunity entitled 2021 BJA FY 21 Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program. The approved award amount is \$200,000.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

Congratulations, and we look forward to working with you.

Amy Solomon
Principal Deputy Assistant Attorney General

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance to give assurances that they will comply with those laws. Taken together, these civil rights laws prohibit recipients of federal financial assistance from DOJ from discriminating in services and employment because of race, color, national origin, religion, disability, sex, and, for grants authorized under the Violence Against Women Act, sexual orientation and gender identity. Recipients are also prohibited from discriminating in services because of age. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with DOJ awards, see https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm.

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a nondiscriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5).

The OCR is available to help you and your organization meet the civil rights requirements that are associated with DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to contact the OCR at askOCR@ojp.usdoj.gov.

Memorandum Regarding NEPA

NEPA Letter Type

OJP - Categorical Exclusion

NEPA Letter

NEPA LETTER

NEPA Type: Categorical Exclusion

Awards under the Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program (COSSAP) will be used to develop, implement, or expand comprehensive programs in response to illicit opioids, stimulants, or other substances of abuse. None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

- 1. New construction.
2. Renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species.
3. A renovation that will change the basic prior use of a facility or significantly change its size.
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment.
5. Implementation of a program involving the use of chemicals.

Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion. Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

NEPA Coordinator

First Name

Orbin

Middle Name

Last Name

Terry

Award Information

Project Information

Financial Information

Award Conditions

Award Acceptance

- > Award Letter
- < Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Recipient Information

Recipient Name
CROOK, COUNTY OF

DUNS Number
557315405

Street 1
375 NW BEAVER ST STE 100

City
PRINEVILLE

Zip/Postal Code
97754

County/Parish

Street 2

State/U.S. Territory
Oregon

Country
United States

Province

Award Details

Federal Award Date
12/17/21

Award Number
15PBJA-21-GG-04589-COAP

Federal Award Amount
\$200,000.00

Award Type
Initial

Supplement Number
00

Funding Instrument Type
Grant

Assistance Listing Number	Assistance Listings Program Title
16.838	

Statutory Authority

34 USC 10701; Public Law 116-260, 134 Stat. 1182, 1259. Any awards under this solicitation would be made under statutory authority provided by a full-year appropriations act for FY 2021.

I have read and understand the information presented in this section of the Federal Award Instrument.

- > Project Information
- > Financial Information
- > Award Conditions
- > Award Acceptance

- > Award Letter
- > Award Information
- ✓ Project Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Solicitation Title

2021 BJA FY 21 Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program

Awarding Agency

OJP

Program Office

BJA

Application Number

GRANT13401447

Grant Manager Name	Phone Number	E-mail Address
Elizabeth White	202-598-7402	Elizabeth.White3@ojp.usdoj.gov

Project Title

Crook County Health Department's Comprehensive Opioid, Stimulant, and Substance Abuse Prevention Program (COSSAP)

Performance Period Start Date

10/01/2021

Performance Period End Date

09/30/2024

Budget Period Start Date

10/01/2021

Budget Period End Date

09/30/2024

Project Description

This project serves Crook County; a rural community with a population of 25,562 (2021 Census Data). The purpose of the project is to identify and implement an evidence-based law enforcement and first responder diversion program; build capacity with the school district and law enforcement for education and prevention programs for K-12; enhance our real-time data collection, analysis and dissemination; increase access and accessibility to harm reduction strategies such as naloxone distribution and medication take-back programs; and assess needs and capacity for supporting medicated-assisted treatment (MAT) within our local jail in addition to local recovery and support services. The project includes partnership between Crook County Health Department and County Sheriff's Office, Prineville Police Department, BestCare Treatment Services, Rimrock Trails Treatment Services, Crook County School District, Central Oregon Health Counsel, Pain Standards Taskforce, St. Charles Health Systems, and Crook County Fire and Rescue. Those who will benefit from CCHD's COSSAP project include individuals with opioid use and other substance use disorders, community partner organizations, and the community as we implement prevention curriculum into Crook County School District K-12 and provide outreach and educational material to the entire population.

I have read and understand the information presented in this section of the Federal Award Instrument.

- > Financial Information
- > Award Conditions
- > Award Acceptance

- > **Award Letter**
- > **Award Information**
- > **Project Information**
- ✓ **Financial Information**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

The recipient budget is currently under review.

I have read and understand the information presented in this section of the Federal Award Instrument.

- > **Award Conditions**
- > **Award Acceptance**

- > Award Letter
- > Award Information
- > Project Information
- > Financial Information
- > Award Conditions

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.



Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2021 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2021 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2021 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.



Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.



Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2019, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2019, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.



Safe policing and law enforcement subrecipients

If this award is a discretionary award, the recipient agrees that it will not make any subawards to State, local, college, or university law enforcement agencies unless such agencies have been certified by an approved independent credentialing body or have started the certification process. To become certified, law enforcement agencies must meet two mandatory conditions: (1) the agency's use of force policies adhere to all applicable federal, state, and local laws; and (2) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. For detailed information on this certification requirement, see <https://cops.usdoj.gov/SafePolicingEO>.



Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or QVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.



Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance of certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this award.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."



Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.



Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").



Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.



Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.



Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.



Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.



Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.



Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.



Compliance with general appropriations-law restrictions on the use of federal funds (FY 2021)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2021, are set out at <https://ojp.gov/funding/Explore/FY21AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

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- > Award Acceptance

Declaration and Certification to the U.S. Department of Justice as to Acceptance

By checking the declaration and certification box below, I--

- A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.
- B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.
- C. Accept this award on behalf of the applicant.
- D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Agency Approval

Title of Approving Official	Name of Approving Official	Signed Date And Time
Principal Deputy Assistant Attorney General	Amy Solomon	12/16/21 11:30 AM

Authorized Representative

Entity Acceptance

Title of Authorized Entity Official
Director

Signed Date And Time

COSSAP Narrative

A. Description of the Issue

The proposed service area for Crook County Health Department’s Comprehensive Opioid, Stimulant, and Substance Abuse Prevention Program (COSSAP) is Crook County; a rural community with a population of 25,562 (2021 Census Data). We will be applying as Subcategory 1c—A rural area or small county with a population of fewer than 100,000 people. Crook County is located in Central Oregon (OR) and consists of three communities, Paulina, Post, Powell Butte, and Prineville. Crook County is a frontier community with Prineville being the only incorporated city. All of the health resources and about 40 percent of the population reside in Prineville (RHA, 2019). Though Crook County does not qualify as a high-poverty or persistent poverty area, approximately 17% of Crook County children are living in poverty which is higher than the state average at 14% according to the 2021 County Health Rankings.

The Opioid Data Dashboard (ODD) provided by the Oregon Health Authority (OHA) tracks and monitors county level opioid data; however, it has been difficult to acquire data that is accurate and free of bias considering the size of Crook County. There is an upward trend in intravenous drug user (IDU) infections which illustrates that substance use (specifically, substances that require the use of a syringe, such as heroin) is prevalent in Crook County. In 2015, approximately 9.6 IDU infections per 100,000 population were recorded, while in 2018, about 83.1 IDU infections per 100,000 population occurred.

According to CCHD’s 2018 Opioid Assessment Report (OAR) heroin arrest rates increased by 119 percent from 2017 to 2018, with a Prineville Police Sargent stating, “About eight years ago we had our first heroin overdose. It was like, ‘oh, that’s kind of crazy heroin is here’, but now it’s very common.”

As [Table 1](#) shows Crook County’s opioid prescribing practices. The data indicates that Crook County’s opioid prescribing rates are about 22 to 28 percent higher than the state average from 2016 to 2019.

Table 1: Percent difference in prescribing rates from 2016-2019 between Crook County and Oregon, per 1,000 prescriptions, OHA Opioid Data Dashboard, 2016-2019

	Crook County	Oregon	Percent Difference
2016	135.2	105.5	22%
2017	128.0	94.3	26%
2018	113.3	85.4	25%
2019	108.8	78.2	28%

The high prescribing rates normalize the use of opioids in our community among providers and their patients. According to the Center for Disease Control (CDC) (Plan..), high prescribing rates impact our community’s risk for opioid misuse, Opioid Use Disorder (OUD), and opioid related deaths. In addition to high prescribing rates, Crook County has higher unmet health care needs when compared to Oregon as a whole.

The 2021 Community Health Rankings confirms that the ratio of primary care physicians to patients is 3,410:1 which is significantly higher than the state at 1,062:1. The ratio of mental health providers to ratios is 180:1 in OR while Crook County is 210:1. The low health resources impacts substance use and misuse prevention and treatment across the continuum of care, including options besides opioid prescription, alternative care, local treatment options, patient education, and professional development and continued education for providers. As the population continues to grow (22.4 percent population change from 2010-2021), substance use risk factors and the unmet healthcare needs will need to be addressed to ensure substance use and the problems associated, such as overdose, substance use disorders and prescribing rates do not increase.

Crook County continues to be labeled a “high overdose burden county” by OHA’s Opioid Data Dashboard (ODD). Table 2 shows the rate per 100,000 population of opioid overdose related visits report to the ED. The data indicated a 47 percent increase when comparing the number of reported overdose visits in 2018 to the number of visits in 2020.

Table 2: All opioid overdose related visits reported to Emergency Departments among Crook County and Oregon residents from 2018 to 2020

	Total Count		Rate per 100,000		
	Crook	Oregon		Crook	Oregon
2018	17	1835	2018	74.86	43.74
2019	36	3258	2019	153.58	76.90
2020	25	3325	2020	106.66	77.90

Within Crook County there are many challenges that motivate Crook County Health Department to apply for this funding. As mentioned above, the provider to patient ratio in the community is low, meaning that there is limited capacity to address the issues and limited access to treatment supports. The only staffing for this work currently is a regional position that is spread between three Central Oregon counties; Crook, Jefferson, and Deschutes. This is challenging because it limits our ability to create specific deliverables to address Crook County’s Opioid use and misuse, overdose, and prevention.

Harm reduction practices are essential to addressing the problems associated with opioid use, but our harm reduction programming needs to be expanded. We have one nurse working at the Health Department clinic that is providing harm reduction services at a part-time, limited capacity, creating a barrier for our residents who need access to services. CCHD’s COSSAP aims to build in wrap-around services within our already existing harm reduction programming to provide a more holistic and comprehensive approach in the services we provide. Without additional funding and capacity to implement these programs, we face barriers in providing comprehensive services in Crook County.

Additionally, are several naloxone needs in Crook County, but due to funding and distribution barriers the needs are not being met. Crook County Jail is not giving Narcan to inmates when they are released from jail, including those with an OUD. This grant would fund a

pilot project that provides every inmate naloxone upon being released. Evidence shows that the first two weeks of an inmate being discharged from jail is the highest risk for overdose or overdose fatalities. Starting this pilot project will hopefully decrease the number of overdoses and overdose fatalities in Crook County.

In 2020, there were a total of 11 *potential lives saved* based on documented naloxone deployment. Ensuring community members who use opioids have access to naloxone is also important but is challenging, because of the limited funding and stigmatization surrounding naloxone. Other organizations in the community (shelters, churches, library, bars, etc), also have requested naloxone from the local health department, due to overdoses that are occurring at or around their locations. Due to the high cost of Naloxone, they are unable to provide front line workers with this life saving product. In the Central Oregon Region, there is one small grant opportunity funded by the Pain Standards Task Force (PSTF) annually. Many partners across the Central Oregon region apply for this opportunity.

Another challenge in Crook County is the lack of a diversion program. The COSSAP funding would increase our capacity to work with our community partners and provide us with the resources needed to assess, develop, and implement a diversion program with local law enforcement and other first responders.

Stigma continues to be a major barrier in opioid, stimulant, and all substance abuse prevention work. In 2020, the regional overdose prevention coordinator conducted a community readiness assessment with the focus of stigma around drug addiction and treatment and Crook County scored a between a 1- 2 meaning that there is *no awareness* and *denial/resistance*. This assessment focused on individual counties and the collective region. One participant in Crook County stated that they believe “there is a lot of negativity around people who use drugs and more education is needed”.

CCHD has a strong working relationship with local and regional partners who work to improve access to care and awareness of resources, to lower opioid misuse and opioid related deaths. One organization is the Pain Standards Task Force (PSTF); a regional group working to increase awareness of best practices for opioid prescribing and chronic pain management. CCHD is directly involved and has leveraged funds from PSTF. The group has a variety of initiatives being implemented in Bend, OR (about a 1-hour drive from Prineville). Due to current capacity restraints CCHD is unable to build adequate infrastructure to implement and sustain the work locally. The position will continue to be leveraged to support the proposed COSSAP proposal, with the regional overdose prevention program being housed in CCHD.

b. Project Design and Implementation

CCHD’s COSSAP project will address multiple areas of the allowable uses by conducting assessments, building capacity, implementing projects and doing evaluation. Of the allowable projects, efforts will be focused on; identifying and implementing an evidence-based law enforcement and first responder diversion program; building capacity with the school district and law enforcement for education and prevention programs for K-12; enhancing our real-time, regional information collection, analysis and dissemination; increasing access and accessibility

to harm reduction strategies such as naloxone distribution and medication take-back programs; and assessing need/enhancing capacity for supporting medicated-assisted treatment (MAT) within our local jail in addition to local recovery and support services.

Assessment will be conducted early on to identify the needs and readiness of the community related to these allowable use projects, specifically diversion programs, prevention education, harm reduction services, and MAT. Deliverables from assessments will include action plans and assessment reports. Capacity building will be ongoing throughout the life cycle of the COSSAP funding, and implementation will take place via the project coordinator in collaboration with community partners and stakeholders. Prior to the conclusion of the COSSAP funding, evaluation will be completed to identify project sustainability and impact on Crook County's overdose rates.

We will build capacity by continually fostering partnerships and relationships with community organizations and community members. CCHD will work closely with the county Mental Health Provider, BestCare, to subaward dollars from the COSSAP grant to fund a Peer Support Specialist. The peer support position will help carry forward the deliverables of this grant application such as reports and outreach materials. They will specifically work with the Crook County Syringe Exchange programming in addition to supporting the implemented diversion program. We will work closely with BestCare because they have an already existing peer support structure and supervision model in place. At BestCare there is a clinical supervisor (CADCII) in addition to an experienced peer who will provide direct supervision to this peer support position. Training requirements from BestCare include 1 hour a month for peers that is required by the Oregon Health Authority (OHA). Because of staffing shortages for Certified Recovery Mentors in the region we will post this position as an entry level peer support specialist with preference given to anyone with their certified recovery mentor certification and/or someone with personal experience of having SUD and we will allocate dollars towards supporting their certification process.

The peer support position will work with the Crook County Syringe Exchange Services (SES) programming which functions 4 hours a week on Tuesdays 11:00-1:00 and Thursdays 2:00-4:00. At SES the peer support position would be present at all exchange times to support exchangers with Naloxone training and distributing naloxone kits as needed. Peers will provide authentic engagement and support so if an exchanger decides they are ready to ask for help, the peer support specialist can connect them with the appropriate level of treatment. The peer support will also continue to help support the Syringe Exchange by reaching out to exchangers who want support from them but are not ready to access treatment services, this support will include mobile communication, transport to medical appointments and recovery support.

We will assess and build capacity for a local law enforcement diversion program and the Peer Support Specialist would support that program by assisting Law Enforcement at all overdoses, providing outreach to all overdose clients with within 24 hours post overdose, and again at 3- and 7-days post-overdose to ensure the individual has Naloxone or treatment options if they are ready to get help. The peer support position would also work collaboratively to support continued services for those who are most vulnerable. Peer Support will assist all

aspects of the diversion program from overdose engagement to post-treatment support. They will provide transportation to and from all appointments including, counseling and medical appointments, recovery meetings, and phone calls as needed to support continued. Peer support services will be evaluated and measured by the number of people served. The Peer Support Specialist will also receive annual evaluations by their peer supervisor based on job performance.

We will start by further engaging community partners in the work. CCHD is not alone in having reduced workforce capacity right now. Our community partners have expressed that many organizations are low staffed and over capacity. In engaging partners in the work, we want to ensure that the strategies we are engaging in have mutually beneficial outcomes. The health of our community is going to be mutually beneficial for everyone so we will start with relationship building and educating on the importance in the outlined strategies and deliverables in this application. Fortunately, we have received 9 letters of support from multiple agencies including local Law Enforcement, county mental health providers and treatment providers, St. Charles Prineville Hospital, and the School District indicating that despite limited capacity and resources, they do support the priorities outlined in this application.

Stigma around substance use and addiction in our community is a large barrier that we have in implementing the project. Strategies that we will use to address this barrier include increasing community awareness with education. This includes education to our partners such as the hospital, local law enforcement, fire and EMS, etc. Education will include evidence-based information on the brain and how addiction works and then the effectiveness of harm reduction strategies. In our current climate, there is stigma in our schools surrounding law enforcement and the role that they play in our community. We plan to use strategies around building trust and positive relationships between students and local law enforcement to improve negative perceptions and fear. Within local law enforcement agencies, stigma exists when utilizing harm reduction strategies and we hope to work with local law enforcement to educate and increase readiness for implementation of harm reduction services. One harm reduction strategy that currently has many barriers for implementation is access to naloxone. There is limited funding to support sustainable access to naloxone. Several organizations obtain naloxone from local grants with the ability to distribute but once that naloxone is used or expired there is not sustainably for replenishing supply. First responders and EMS have access to naloxone, but local law enforcement have voiced that they do not have funding to write consistent naloxone supply into their budgets. We will address this barrier by increasing awareness through education on the importance of having naloxone and engaging in conversations about budget prioritizations. We want to partner with local, state, and national organizations to inquire about additional funding opportunities that would support the purchasing of naloxone. We will also utilize the COSSAP funding to purchase a limited supply of naloxone however, we our aim is to establish a sustainable system of obtaining naloxone.

Evaluation conducted throughout CCHD'S COSSAP project will provide meaningful insights into solving a variety of local challenges. The evaluation that will take place includes assessments around community readiness, local law enforcement readiness, and community stigma. Crook County is a rural community and the evaluations conducted will provide insights

locally and can also be utilized throughout the state and nation for driving the work in other rural communities.

With the funding we will conduct an assessment on community needs, wants, and readiness related to Medicated Assisted Treatment (MAT). Based on previous assessments, the community's readiness for implementing MAT may be low therefore we would be focusing further assessment and increasing readiness of partners and individuals. Part of building that readiness is partnering with local law enforcement and local decision makers on building readiness and capacity for future implementation for a MAT program embedded into our county jail and in community-based treatment centers. Throughout this grant cycle, we will build enough readiness and capacity that we will be able to seek further support and funding to implement MAT by 2023.

c. Capabilities and Competencies

Crook County Health Department's leadership support for the COSSAP project enhances the ability for successful implementation. In recruitment and hiring of a Project Coordinator we will seek the following competencies in order to increase project efficiency, teamwork and collaboration, time management skills, communication proficiency, ethical conduct, initiative, and data collection and interpretation skills. The position will be posted as a Health Strategist II which requires a bachelor's degree in a Public Health field or at least one year of experience. Partner agencies that have demonstrated commitment to CCHD's COSSAP include Crook County Sheriff's Office, Prineville Police Department, BestCare Treatment Services, Rimrock Trails Treatment Services, Crook County School District, Central Oregon Health Counsel, Pain Standards Taskforce, St. Charles Health Systems, and Crook County Fire and Rescue. Their role and responsibilities related to this project include data collection and analysis and supporting project deliverables.

We have partnered and collaborated previously with every partner organization that has signed a letter of support in some capacity. The most comprehensive collaboration that has occurred is in partnership with the Pain Standards Taskforce and their regional initiatives to reduce overprescribing and overdose rates in addition to the work with the regional overdose response coordinator (ORC) /taskforce. The regional ORC has worked on formalizing surveillance systems throughout partner agencies in Central Oregon. This will help us achieve the objectives listed in the COSSAP grant by leveraging already existing systems in place and community partner relationships. With the regional work that exists, we will be able to focus and expand directly on the goals and objectives in Crook County.

The CCHD's COSSAP project will be housed in the CCHD's Prevention and Health Promotion Services. The Project Director in this proposal is also the Supervisor of the Prevention and Promotion Team and the organizations' Quality Service Manager and will be the direct supervisor of the COSSAP project coordinator.

Project Director: Heather Stuart, *Certified Prevention Specialist (FTE)* is the Supervisor of the Prevention and Health Promotion Services and the Quality Services Manager at CCHD and will provide administrative oversight and technical assistance for CCHD's COSSAP. Heather

has 4 years of professional prevention and public health experience working on health and social determinant issues including substance use and abuse. She has been serving Crook County since 2017 and has established rapport with community members, partners, stakeholders, and governing bodies.

Project Coordinator: *To Be Selected* (1.0 FTE, 40 hours/week): The COSSAP Project Coordinator will provide lead staff services to CCHD's COSSAP strategies, activities, and priorities. They will ensure that the chosen allowable use activities are implemented to achieve outcomes related to the 3 priority areas. This position directs the overall operation of the project including the time-task plan, implementation of project activities, collection and interpreting data, relationship building, and program evaluation. This individual will be responsible for ensuring reports and documentation is kept and shared with funders and community stakeholders.

PROJECT COORDINATOR – *To be Selected*

The COSSAP project coordinator will coordinate project service and activities, including training, communication, and information dissemination. The Project Coordinator will handle daily logistics and act as the point-person for program related deliverables, questions and needs.

- Conducting assessments as stated in the project narrative;
- Coordinating the implementation of all key activities;
- Coordinating with community members, the coalition, professionals, etc.
- Working with the Project Director to conduct project evaluations.
- Working with the Peer Support Specialist to implement project deliverables

Qualifications:

- A bachelor's degree or higher in public health, community health planning, and/or health administration;
- At least 1 years' experience in program coordination and/or related skills;
- Experience in developing and implementing evidence-based work plans;
- Experience with survey development and collection;
- Experience in performance assessment or evaluation services for other federal projects.

Supervisory Relationships:

- As part of the project, this position will report directly to the Project Director, who will review and approve all work and deliverables.

Skills and Knowledge Required:

- Familiarity and experience with implementing public health strategies utilizing the SPF-PFS and other public health models
- Knowledge of the complex nature of rural health and community dynamics;
- Familiarity and experience with logic modeling, strategic planning, and the integration of planning and evaluation techniques for project improvement.

Personal Qualities:

- Respects and observes confidentiality of information;
- Ability to work collaboratively with project personnel and community partners

Job Requirements:

- Days and hours of work are generally Monday through Friday, 8:00am to 5:00pm and will vary or flex depending on event and meeting schedules.

Amount of Travel/Other Special Requirements:

- Regular local and regional travel for outreach, collaboration and program implementation is required. Occasional extended travel for training and/or conferences may be expected as required.

Salary:

- \$43,784

Hours of Work for Project:

- 40 hours per week

d. Plan for Collecting the Data Required for this Solicitation’s Performance Measures

Describe who will be responsible for collecting and reporting the required performance measures and how data will be collected.

Crook County Health Department is dedicated to the rigorous data collection and performance assessment of the COSSAP project. This includes a commitment to collect and report evaluation measures on an annual basis. We are also committed to using this information to improve management and implementation and to provide insight on our progress towards achieving the goals, objectives, and deliverables of the project.

Table 8. Performance Measures and Data Sources by Objectives

Goal	Performance Measure	Data Source	Data Collection Frequency	Responsible Staff	Method of Analysis
Goal 1 & 2	Increase community readiness from a 1 and 2 to a 3 and 4 level of readiness	Community Readiness Assessment	Every three years	Project Coordinator and Regional Overdose Response Coordinator	Community Readiness Assessment
Goal 2	Decrease the rate of opioid overdose emergency department visits In Crook County to under 100 visits per 100,000	ESSENCE Data	Annually	Project Coordinator and St. Charles Health Systems	ESSENCE Data
Goal 1	Reduce heroin arrest rates	Opioid Assessment Report	Every three years	Project Coordinator	Percentage trained
Goal 1 & 2	Increase the number of individuals receiving peer support in Crook County	Peer Support Specialist records	Monthly	Peer Support Specialist	Number of people served
Goal 2	Number of people served by harm reduction	Peer Support Specialist Records	Monthly	Project Coordinator and	Number of people served.

	strategies i.e. syringe exchange and naloxone distribution	and Syringe Exchange Records		Peer Support Specialist	
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There are a variety of data sources that will be used for the COSSAP grant application. Data sources include St. Charles Health System emergency room data (ESSENCE), data from our local law enforcement agencies (ODMaps), the OHA Opioid Data Dashboard and other surveillance systems that were created by the regional Overdose Prevention Coordinator. Barriers in gaining access to data are greatly being mitigated by the work that the regional coordinator is doing however, some barriers include getting accurate and timely data from our local law enforcement and first responders. We will address this barrier by continuing to partner with local law enforcement and first responders and bridging any gaps that they may have in entering the data.

- > Award Letter
- > Award Information
- > Project Information
- > Financial Information
- > Award Conditions

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.



Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2021 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2021 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2021 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.



Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.



Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2019, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2019, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.



Safe policing and law enforcement subrecipients

If this award is a discretionary award, the recipient agrees that it will not make any subawards to State, local, college, or university law enforcement agencies unless such agencies have been certified by an approved independent credentialing body or have started the certification process. To become certified, law enforcement agencies must meet two mandatory conditions: (1) the agency's use of force policies adhere to all applicable federal, state, and local laws; and (2) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. For detailed information on this certification requirement, see <https://cops.usdoj.gov/SafePolicingEO>.



Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.



Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this award.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.



Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."



Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.



Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").



Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.



Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.



Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.



Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.



Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.



Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.



Compliance with general appropriations-law restrictions on the use of federal funds (FY 2021)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2021, are set out at <https://ojp.gov/funding/Explore/FY21AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.



Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.



Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

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Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency;

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

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Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

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OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

24

All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

25

Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

26

Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

27

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

28

Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

29

Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

30

Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (AIn; Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

31

FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$30,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

32

Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

33

The recipient agrees to submit to BJA for review and approval any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. <AWARD_NUMBER> awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.

34

The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

35

Applicants must certify that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary. The U.S. Department of Justice has issued guidance for grantees to help them comply with Title VI requirements. The guidance document can be accessed on the Internet at www.lep.gov.

36

Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

37

Verification and updating of recipient contact information

The recipient must verify its Grant Award Administrator, Financial Manager, and Authorized Representative contact information in JustGrants, including telephone number and e-mail address. If any information is incorrect or has changed, the award recipient's Entity Administrator must make changes to contact information through DIAMD. Instructions on how to update contact information in JustGrants can be found at <https://justicegrants.usdoj.gov/training/training-entity-management>.

38

Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtaining of Institutional Review Board approval, if appropriate, and subject informed consent.

39

Limit on use of grant funds for grantees' employees' salaries

With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

40

Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service:

"This Web site is funded [insert "in part," if applicable] through a grant from the [insert name of OJP component], Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)."

The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

41

Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

42

The award recipient agrees to participate in a data collection process measuring program outputs and outcomes. The data elements for this process will be outlined by the Office of Justice Programs.

43

Any organization using Office of Justice Programs grant funds, in whole or in part, to collect, aggregate, and/or share data on behalf of a government agency, must guarantee that the agency that owns the data and its approved designee(s) will retain unrestricted access to the data, in accordance with all applicable law, regulations, and BJA policy: a) in an expeditious manner upon request by the agency; b) in a clearly defined format that is open, user-friendly, and unfettered by unreasonable proprietary restrictions; and c) at a minimal additional cost to the requestor (which cost may be borne by using grant funds).

44

Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward (at any tier); and (2) any rights of copyright to which a recipient or subrecipient (at any tier) purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under any such award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient (at any tier), if applicable) to ensure that the provisions of this condition are included in any subaward (at any tier) under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

45

Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https://il.ojp.gov/gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

46

The recipient agrees to budget funds for two staff representatives to attend one three-day national meeting in Washington, D.C. each year for the life of the grant. In addition, the recipient agrees to participate in BJA training events, technical assistance events, or conferences held by BJA or its designees, upon request.

47

The recipient understands that, in accepting this award, the Authorized Representative declares and certifies, among other things, that he or she possesses the requisite legal authority to accept the award on behalf of the recipient entity and, in so doing, accepts (or adopts) all material requirements that relate to conduct throughout the period of performance under this award. The recipient further understands, and agrees, that it will not assign anyone to the role of Authorized Representative during the period of performance under the award without first ensuring that the individual has the requisite legal authority.

48

The recipient may not obligate, expend, or draw down any award funds for indirect costs, unless and until either -- (1) the recipient submits to OJP a current, federally-approved indirect cost rate agreement, or (2) the recipient determines that it is eligible under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and advises OJP in writing of both its eligibility and its election.

The financial review of the budget for this award is pending. If the OJP Office of the Chief Financial Officer (OCFO) determines as part of its financial review that the recipient already has submitted the documentation concerning indirect costs described above, this condition will be released through a Grant Award Condition Modification (ACM) upon completion of the OCFO final budget review.

If the OJP OCFO instead determines as part of its financial review that the recipient has not yet submitted the required documentation concerning indirect costs, this condition will not be released until OJP (including its OCFO) receives and reviews a satisfactory submission.

49

Conditional Clearance

The recipient may not obligate, expend or draw down funds until the Office of the Chief Financial Officer (OCFO) has approved the budget and budget narrative and an Award Condition Modification (ACM) has been issued to remove this award condition.

50

Recipient may not obligate, expend, or drawdown funds until the Bureau of Justice Assistance, Office of Justice Programs has reviewed and approved the Budget Narrative portion of the application and has issued an Award Condition Modification (ACM) informing the recipient of the approval.

No more data to load

I have read and understand the information presented in this section of the Federal Award Instrument.

› **Award Acceptance**