Print This Page

Agency Name: City of Hutchins

Grant/App: 5012401 Start Date: 10/1/2024 End Date: 9/30/2025

Project Title: ALERRT Equipment **Status:** Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:

756005082

Application Eligibility Certify:

Created on:1/15/2024 5:03:42 PM By:Matthew McPherson

Profile Information

Applicant Agency Name: City of Hutchins

Project Title: ALERRT Equipment

Division or Unit to Administer the Project: Police Department

Address Line 1: 550 W Palestine

Address Line 2:

City/State/Zip: Hutchins Texas 75141-3031

Start Date: 10/1/2024 **End Date:** 9/30/2025

Regional Council of Governments(COG) within the Project's Impact Area: North Central Texas Council of

Governments

Headquarter County: Dallas

Counties within Project's Impact Area: Dallas

Grant Officials:

Authorized Official Not Found

Financial Official Not Found

Project Director

Name: Matthew McPherson

Email: mmcpherson@cityofhutchins.org

Address 1: 550 W Palestine

Address 1:

City: Hutchins , Texas 75141

Phone: 972-225-2225 Other Phone:

Fax: Title: Mr.

Salutation: Sergeant **Position:** Patrol Sergeant

Grant Writer

Name: Matthew McPherson

Email: mmcpherson@cityofhutchins.org

Address 1: 550 W Palestine

Address 1:

City: Hutchins, Texas 75141

Phone: 972-225-2225 Other Phone:

Fax: Title: Mr.

Salutation: Sergeant **Position:** Patrol Sergeant

Grant Vendor Information

Organization Type: Unit of Local Government (City, Town, or Village)

Organization Option: applying to provide services to all others

Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI)

Number or Vendor ID): 756005082 Unique Entity Identifier (UEI):

Narrative Information

Introduction

The purpose of this funding is to support projects that promote public safety, reduce crime, and improve the criminal justice system.

Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

Bulletproof Vests

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy and that all vests purchased have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. Additionally, vests purchased must be American-made.

Cybersecurity Training Requirement

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the Cybersecurity Training Certification for State and Local Government. A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the Texas Department of Information Resources Statewide Cybersecurity Awareness Training page.

Criminal History Reporting

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit <u>DPS's Sexual Assault Evidence Tracking Program website</u> for more information or to set up an account to begin participating. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

DNA Testing of Evidentiary Materials

When funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS.

Interoperable Communications

Funds to support emergency communications activities must ensure compliance with the FY 2018 SAFECOM Guidance on Emergency Communications Grants; adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band; and are fully coordinated with the full-time <u>Statewide Interoperability Coordinator (SWIC)</u> for Texas.

Twelve-Step Programs

Grant funds may not be used to support or directly fund programs such as the Twelve Step Program which courts have ruled are inherently religious. PSO grant funds cannot be used to support these programs, conduct meetings, or purchase related materials.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income through a formal grant adjustment and to secure PSO approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after PSO's approval of a grant adjustment and prior to requesting reimbursement of funds.

<u>Deduction Method</u> - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless PSO authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the PSO award and grantee match rather than to increase the funds committed to the project.

<u>Asset Seizures and Forfeitures</u> - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

National Instant Background Check System (NICS)

Entities receiving funds under this solicitation that are to generate or upgrade court dispositions or other records that are relevant to National Instant Background Check System (NICS) determinations must have a system in place to ensure that all such NICS-relevant dispositions or records that are generated or upgraded are made available in timely fashion to state repositories/databases that are accessed by NICS.

Body-Worn Cameras (BWCs)

Applicant assures that if it plans to purchase body-worn cameras with grant funds, that it has adopted adequate policies and procedures related to BWC equipment usage, data storage and access, privacy considerations and training. The certification form related to BWC policies and procedures can be found <a href="https://example.com/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/here/bwc/he

Compliance with State and Federal Laws, Programs and Procedures

Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the <u>CEO/Law Enforcement Certifications and Assurances Form</u> certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to PSO and is active until August 31, 2025 or the end of the grant period, whichever is later.

Equal Employment Opportunity Plan (EEO Plan)

If awarded, applicant agrees to comply with the Equal Employment Opportunity Program (EEOP) requirements per 28 C.F.R. § 42 Subpart E. Agencies may use the EEO Utilization Report Builder to assist with preparing Verification Forms and, if required, Utilization Reports.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison: Karen Steward

Enter the Address for the Civil Rights Liaison:

321 N. Main Hutchins, Texas 75141

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

(972) 225-6121 x115

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

X I certify to all of the application content & requirements.

Project Abstract:

This project is to purchase the equipment needed to provide monthly training for the Hutchins Police Department in the Advance Law Enforcement Rapid Response Training (ALERRT) - Exterior Response to Active Shooter Event (ERASE).

Problem Statement:

Getting the needed training for when an active shooter event occurs. To provide the ALERRT continuing education required hours to current Hutchins Police Officers. To provide on-going monthly training to Hutchins Police Officers.

Supporting Data:

The Federal Bureau of Investigation (FBI) in March of 2013 announced that the ALERRT Center is the national standard. (www.alerrt.org/page/facts). September of 2023 Texas Commission on Law Enforcement mandated that all Texas Peace Officers have a least 16 hours of continuing education of ALERRT by August 31, 2025, and continuing for each 2 year training cycle (www.tcole.texas.gov/content/training-requirements). Thus, making ALERRT the standard for Texas.

Project Approach & Activities:

The following approach would be used: 1. Purchase ERASE Add – On from KDL Solutions LLC. as they are the sole provider of ALERRT equipment. 2. Purchase a 7x16 foot enclosed trailer to securely transport the equipment that is needed to teach the ERASE course. 3. Send Hutchins Police Officer to ERASE Train-the-Trainer course. 4. Begin training Hutchins Police Officers in ERASE.

Capacity & Capabilities:

Hutchins Police Department has 28 full time sworn positions, 1- Police Chief; 3-Lietuentants; 5-Sergeants; 4-Corporals/Training Officers; 3-Detectives; and 12-Patrol Officers. A training room suitable for holding up to 24 officers comfortably with tables and chairs. It is equipment with a whiteboard and 2 television monitors used as projectors. A simulation rounds only gun range within 3 miles of the Public Safety Building. A secured armory for the storage of the weapons. With the purchase of the enclosed trailer all training equipment, tables, and chairs can be transported to the gun range for class. This would also allow training to be conducted at different locations. When the trailer is not in use, it would be parked in a secure parking lot.

Performance Management:

The goal of this project is to get all Hutchins, Sergeants, Corporals, Detectives, and Patrol Officers trained in ERASE. This would also be an asset to the on-going monthly training schedule. With the use of this equipment, we would not rely on ALERRT to send us the equipment needed to host the course or for our monthly training. This equipment is for specific training purposes only, force-on-force training as required for ALERRT, and all weapons only shots simulation rounds. These weapons will be used by officers for training only. The objective of the project is to have

all Hutchins Sergeants, Corporals, Detectives, and Patrol Officers trained in the ERASE by September of 2025. The plan is to begin training officers as soon as possible during the monthly training times in ERASE. Along with hosting an ERASE Train-the-Trainer course in the spring of 2025 and an ERASE course in the fall of 2025.

Target Group:

The target group is primarily the Hutchins Police Department. As required by ALERRT all law enforcement agencies can request to be part of any ALERRT training free of charge if a vacancy is available.

Evidence-Based Practices:

The U.S. Department of Homeland Security defines an active shooter event as an individual killing or attempting to kill people in a confined and populated area. While still a relatively new area of research, there is a growing body of literature dealing with various aspects of active shooter events and police response. Some research has explored the development and effectiveness of specific response tactics and police perceptions of acceptable responses. Since the 1999 Columbine High School shooting in Littleton, Colorado, police response to active shooter events has changed dramatically. Before Columbine High School shooting, police officers were expected to contain the shooter, control access to the location, and call for the Special Weapons and Tactics (SWAT) team to deal with the problem. Now police officers are expected to enter the location quickly, even alone, and stop the killing. (Blair & Duron, How police officers are shot and killed during active shooter events: Implications for response and training 2022). In March of 2013 ALERRT became the National Standard and in September of 2023 it became the state standard for Texas, in responding to an active shooter event. ALERRT currently hosted a variety of courses that teach and train officers in the response to an active shooter event. This project is to bring the training that is provided by ALERRT to the Hutchins Police Department. KDL Solutions LLC, has worked with ALERRT to provide all the equipment needed to successfully conduct the training course outlined for ERASE. This equipment is not to stop an active shooter event, but to train the officers on how to stop it, thus protecting lives.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Law Enforcement		The purchase of ALERRT ERASE equipment for training, along with the purchase of an enclosed trailer to transport the equipment.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION

Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL	
Equipment or technology: Individuals/Operators equipped	0	
General Law Enforcement or Public Safety: Arrests resulting from grant.	0	

Targeted Investigation: Criminal cases resulting in arrest.	0
Targeted Investigation: Grant-funded investigations carried out by the unit/division	0
Training or professional development: Individuals provided	24
Training or professional development: Individuals received	24
Training, professional development, or technical assistance: Hours provided	0
Training, professional development, or technical assistance: Hours received	0

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL	

Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
Hosted and training ERASE class by September 2025	1
Host ERASE Train-the-Trainer class by September 2025	1

Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL			
Train patrol officers in ERASE.	24			

Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a <u>resolution</u> that contains the following:

- 1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
- 2. A commitment to provide all applicable matching funds;
- 3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
- 4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the <u>approved</u> resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

_ Yes

X No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

Yes

X No N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

_ Yes

X No

_ N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2024

Enter the End Date [mm/dd/yyyy]:

9/30/2025

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

n

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

0

Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

Ye.	S

_ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- _ I Certify
- _ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

FFATA Certification

Certification of Recipient Highly Compensated Officers

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

Select the appropriate response:

_ No
Does the public have access to information about the compensation of the senior executives through periodic

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

Select the appropriate response: _ Yes

Vac

__ No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:
Position 1 - Total Compensation (\$):
0
Position 2 - Name:
Position 2 - Total Compensation (\$):
0
Position 3 - Name:
Position 3 - Total Compensation (\$):
0
Position 4 - Name:
Position 4 - Total Compensation (\$):
0
Position 5 - Name:
Position 5 - Total Compensation (\$):

Fiscal Capability Information

Section 1: Organizational Information

*** FOR PROFIT CORPORATIONS ONLY ***

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

```
_ Yes
```

_ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?
Select the appropriate response: _ Yes _ No
Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?
Select the appropriate response: _ Yes _ No
If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.
Enter your explanation:
Section 3: Financial Capability
Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year. Has the grant agency undergone an independent audit?
Select the appropriate response: _ Yes _ No
Does the organization prepare financial statements at least annually?
Select the appropriate response: _ Yes _ No
According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?
Select the appropriate response: _ Yes _ No
If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.
Enter your explanation:
Section 4: Budgetary Controls
Grant agencies should establish a system to track expenditures against budget and / or funded amounts. Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:
a) Total funds authorized on the Statement of Grant Award? _ Yes _ No
o) Total funds available for any budget category as stipulated on the Statement of Grant Award? _ Yes _ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits. Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

 Yes

_ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

_ Yes

_ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	oog	CASH MATCH	IN- KIND MATCH	GPI	TOTAL	UNIT/%
Equipment	Specialized Training Equipment (with a unit cost of more than \$5,000)	ERASE - ALERRT Equipment	\$65,855.90	\$0.00	\$0.00	\$0.00	\$65,855.90	1
Indirect Costs	Indirect Costs - Approved Rate	7x16 foot enclosed trailer	\$7,900.00	\$0.00	\$0.00	\$0.00	\$7,900.00	0

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
_	i	Į.		

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1	70.00	T	7	1

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	oog	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Equipment	\$65,855.90	\$0.00	\$0.00	\$0.00	\$65,855.90
Indirect Costs	\$7,900.00	\$0.00	\$0.00	\$0.00	\$7,900.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$73,755.90	\$0.00	\$0.00	\$0.00	\$73,755.90

Condition Of Fundings Information

Condition of Funding / Project	Date	Date	Hold	Hold Line Item
Requirement	Created	Met	Funds	Funds

You are logged in as **User Name**: mcpherson286