

**Agency Name:** Alamo, City of  
**Grant/App:** 2727401 **Start Date:** 9/1/2013 **End Date:** 3/31/2014  
**Fund Source:** DJ-Edward Byrne Memorial Justice Assistance Grant Program  
**Project Title:** Alamo PD Technology Upgrade Project  
**Status:** Application - Grant Review **Fund Block:** 2012

**Eligibility Information**

**Your organization's Texas Payee/Taxpayer ID Number:**  
17460000049004

**Application Eligibility Certify:**

Created on:2/27/2013 3:29:11 PM By:Melisa Gonzales

**Profile Information**

**Applicant Agency Name:** Alamo, City of  
**Project Title:** Alamo PD Technology Upgrade Project  
**Division or Unit to Administer the Project:** Alamo Police Department  
**Address Line 1:** 423 N. Tower Road  
**Address Line 2:**  
**City/State/Zip:** Alamo Texas 78516-2795  
**Start Date:** 9/1/2013  
**End Date:** 3/31/2014

**Regional Council of Governments(COG) within the Project's Impact Area:** Lower Rio Grande Valley Development Council  
**Headquarter County:** Hidalgo  
**Counties within Project's Impact Area:** Hidalgo

**Grant Officials:**

**Authorized Official**

**User Name:** Arturo Espinosa  
**Email:** aespinosa@alamotexas.org  
**Address 1:** 423 N. Tower Road  
**Address 1:**  
**City:** Alamo, Texas 78516  
**Phone:** 956-787-1454 **Other Phone:**  
**Fax:** 956-787-8500  
**Title:** Mr.  
**Salutation:** Chief

**Project Director**

**User Name:** ALBERT CABALLERO  
**Email:** acaballero@alamotexas.org  
**Address 1:** 423 N. TOWER RD.

**Address 1:** 423 N. TOWER RD  
**City:** Alamo, Texas 78516  
**Phone:** 956-787-1454 Other Phone:  
**Fax:** 956-787-8500  
**Title:** Mr.  
**Salutation:** Lieutenant

### **Financial Official**

**User Name:** Enrique Guzman  
**Email:** eguzman@alamotexas.org  
**Address 1:** 420 North Tower Rd  
**Address 1:**  
**City:** Alamo, Texas 78516  
**Phone:** 956-787-0006 Other Phone:  
**Fax:** 956-787-1160  
**Title:** Mr.  
**Salutation:** Mr.

### **Grant Writer**

**User Name:** Melisa Gonzales  
**Email:** mgonzales@alamotexas.org  
**Address 1:** 420 N. Tower Road  
**Address 1:**  
**City:** Alamo, Texas 78516  
**Phone:** 956-787-0006 Other Phone:  
**Fax:**  
**Title:** Ms.  
**Salutation:** Ms.

### **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):** 1746000049004  
**Data Universal Numbering System (DUNS):** 036818904

### **Narrative Information**

Primary Mission and Purpose

The purpose of the Edward Byrne Justice Assistance Formula Grant (JAG) Program is to prevent and control crime and make improvements to the criminal justice system.

### **Funding Levels**

The anticipated funding levels for the JAG program are as follows:

- Minimum Award - \$10,000
- Maximum Award – None

- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

*Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

#### Program Requirements

*\* The requirements for this fund source are subject to change pursuant to actions of the U.S. Congress and federal guidance.*

#### Preferences

Preference will be given to projects that support one or more of the following areas:

1. Enhanced patrols along and near the Texas-Mexico border;
2. Drug and human trafficking;
3. Disruption of adult gangs;
4. Technology that promotes electronic discovery for defense counsel;
5. Regional information sharing systems for law enforcement;
6. Conversion of crime data from the Uniform Crime Report (UCR) format to the National Incident Based Reporting System (NIBRS) format; and
7. Cost effective programs that compliment the criminal justice system.

#### Purpose Areas

Applicant assures that its proposed project meets at least one of the following Purpose Areas to be eligible for funding:

Law Enforcement - Supports state and local law enforcement agencies that address violent crime or statistically supported major crime initiatives at the local level.

Prosecution and Court - Programs that improve the prosecution of serious and violent crimes, including those that reduce the time from arrest to disposition.

Technology – Programs that implement or expand a law enforcement agency’s ability to report and analyze crime. Applicant assures that any criminal intelligence databases developed under this program will comply with 28 CFR Part 23.

Corrections and Community Corrections – Programs that reintegrate adults and juveniles into the community.

Drug Treatment – Programs that target substance abuse treatment for juveniles or adults who have been court ordered to participate, including drug courts and projects that serve as alternatives to incarceration.

**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 to CJD through a formal grant adjustment and to secure CJD 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 CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

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

Asset Seizures and Forfeitures - 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).

**Uniform Crime Reporting**

Applicant assures that if it operates a law enforcement agency, the agency is current and has been current in reporting required Part I violent crime data for the three previous years to the Texas Department of Public Safety, and will continue timely reporting of required crime data throughout the grant period.

**Criminal History Reporting**

Entities receiving funds from CJD 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 60*. 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.

**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.

Federal Justice Assistance Grant (JAG) Eligibility

Applicant assures that if its agency was eligible to apply, it did apply for a 2012 direct award from the Bureau of Justice Assistance for JAG funds under the Edward Byrne Memorial Justice Assistance Formula Grant Program: Local Solicitation.

Was your agency eligible for a ([direct award](#)) in the current federal fiscal year?

Yes  
 No

If you selected **Yes**, provide the amount you are eligible to receive, or have already received.

Enter the amount (\$) of JAG Funds:

0

Describe how you plan to use the funds.

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 CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Diana Martinez, Mayor

Enter the Address for the Civil Rights Liaison:

420 N. Tower Road, Alamo, Texas 78516 The city ordinance identifies the entire city commission as civil right individuals, but as Mayor is highest ranking elected official, their information will be entered.

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

956-787-0006 x 119

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Justice Assistance Grant (JAG) Program Solicitation.

**X** I certify to **all** of the above eligibility requirements.

**Problem Statement:**

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

The 2010 U. S. Census population for the City of Alamo was 18,353 which show a 20% population increase from 2000 and a 55% population increase from 1990. Census information indicated 7,453 housing units and 5,486 are reported as households are residing within the city. The racial breakdown indicates that 84.6% of population is of the Hispanic Race. With Alamo being noted as a winter resort/retirement town, its population increases an estimated 27% seven or eight months out of the year. With this growing population, Alamo PD strives to bring in technology to increase their capacity to provide superior services to all residents, visitors and businesses. The Alamo Police Department currently uses manual fingerprinting system and is proposing to upgrade to electronic system by implementing the Alamo PD Technology Upgrade Project. Many local police departments have begun to convert their manual records to electronic for various reasons, but being in close proximity to Texas-Mexico Border, it is imperative for Alamo PD to have accurate and timely identification of questionable individuals. Alamo PD officers participates in special border task forces, Immigration Criminal Enforcement, Border Star and Operation Stone Garden, and would like to speed up identification response time for their law enforcement partners. With the current system, APD could take up to one week to search their manual records for accurate identification and AP would like to cut this time by 99%. , This new proposed system will give law enforcement personnel record research at the tip of their fingerprints and help ensure accurate, timely identification of questionable individuals, when requested. The overall goal of this project is to link Alamo PD to the Texas Department of Public Safety (TDPS) AFIS system and Alamo PD will reach this goal by initiating two different phases of this project. Phase I will be to purchase a stand alone computer with the LiveScan software and training for pd staff. This stand alone computer, software and training will allow Alamo PD to start automating all new finger prints and increase their technological capacity. Phase II will be to covert the 15000+ manual finger print cards, identify pertinent program accessories and add converted records to the new system. Alamo PD believes by doing this project in two different phases, the expense for this project can be broken down to ensure Alamo PD brings this project to full light by the Fall of 2014.

**Supporting Data:**

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

Research indicates in the late 1970's and early 1980's law enforcement agencies across the Nation begun adopting Automated Fingerprint Identification Systems to improve their efficiency and reduce amount of time to accurately identify a given individual. Here we are in 2013 (approximately 33+ years) and Alamo PD is still lacking this technology. In our research of

Hidalgo County city law enforcement agencies, 7 out of 16 have already started using automated finger print systems and Alamo PD aims to follow suit. In the past year, APD processed approximately 1785 manual records with process time of about 40 minutes per individual. Alamo PD believes the new system will not only cut research time, but also processing time which will allow staff to conduct other duties. Even though, manual searches will have to be done until total conversion, Alamo PD believes, processing time will still be reduced. Once both phases are completed, Alamo PD will be able to have pertinent records at their finger tips and ensure accurate identification.

**Community Plan:**

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The City of Alamo aligns city projects with the Lower Rio Grande Valley Strategic Plan (LRGVDC) and has ensured the Alamo PD Technology Upgrade Project does as well. The 2013-2018 LRGVDC Strategic Plan Goal is to Enhance Technology for Public Safety with objective: Continue to Upgrade Technology for Law Enforcement Agencies and Alamo PD believes the Alamo PD Technology Upgrade Project aligns with this goal and objectives.

**Goal Statement:**

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The goal of Alamo PD Technology Upgrade Project is for Phase I which is to purchase a stand alone LiveScan system to start taking automated finger prints and will continuously seek other funding streams for Phase II which is for converting all manual finger prints records, purchase accessories and converted records integrated into new system. The objectives for this project is to increase Alamo PD technology capacity, cut down research time and ensure accurate identification of individuals.

**Cooperative Working Agreement (CWA):**

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

The Alamo PD Technology Upgrade Projects is NOT a Cooperative Working agreement.

**Continuation Projects:**

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

This is a new project for City of Alamo Police Department.

**Project Summary:**

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

The City of Alamo is proposing to implement the Alamo PD Technology Upgrade Project in two phases and is seeking funding for Phase I of this project. Phase I of this project proposes to purchase a stand alone LiveScan system and Phase II goal is to convert all current manual finger print cards and intergrate with the new system which will already be linked to the Texas Department of Public Safety AFIS. Alamo PD will ensure pd staff are trained in the new software to ensure proper usage and maintenance.

**Project Activities Information**

Law Enforcement Projects

What is your agency's approved budget for law enforcement operations for the current fiscal year?

2322666

How many commissioned peace officers are funded through your agency's budget?

30

How many additional commissioned peace officers are funded by grant funds?

0

Provide the amount of asset forfeitures awarded to your agency in the most recently completed fiscal year.

1200

Provide the balance of asset forfeitures on hand as of the date of this application.

1200

Describe the proposed use of the forfeiture funds:

Alamo PD utilizes any forfeiture funds to replace or upgrade equipment.

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
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Technology	100.00	Alamo PD will purchase a stand alone LiveScan system and receive training on this new automated system.
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**Geographic Area:**

Alamo is located at 26°11'6" N 98°7'4" W and according to the United States Census Bureau, the city has a total area of 6 square miles, all of it land.

**Target Audience:**

Alamo is located in Hidalgo County and sits on the southern tip of Texas with city boundaries lying near the Mexico border. The 2010 U. S. Census population for the City of Alamo was 18,353 showing a 20% population increase from 2000 and a 55% increase from 1990. Because Alamo is known as a winter resort/retirement town, its population increases an estimated 27% during seven or eight months out of the year. Alamo believes that all citizens, visitors and businesses are stakeholders in the community and strives to increase their technological capacity to provide top rate protective services for the community.

**Gender:**

The 2010 U. S. Census data indicates that 51.9 % (9525) of the 18,353 population is female and 48.1 % (8828) is male.

**Ages:**

The 2010 U. S. Census data tracks certain age groups which will be reported. According to data, 8.8% (1617) is under 5 years of age, 31.7% (5817) is under 18 years of age, 16.9% (3101) are over 65 years of age and 42.6% (7818) is the 18-65 years of age.

**Special Characteristics:**

Census information further indicated that the median family income for a household in Alamo was \$36,047—29% lower than the median income of the State of Texas and 32% lower than that of the U. S. The city’s per capita income of \$14,890 was also significantly lower—by 42% compared with the State of Texas and by 47% compared with the U.S. In keeping with such low income levels, the 2010 Census found that 20.6% of families were below the poverty line; this is 3.6% higher than the State of Texas and 6.3% higher than the U. S. Located roughly seven miles from the Mexico border, Alamo reported in the 2010 Census that 84.6% of the population is Hispanic. Further, the data indicate that 73.8% of individuals speak a language other than English at home—a percentage 39.4% higher than the State of Texas and 53.5% higher than the U.S.

**Measures Information**

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute ([PPRI](#)).

Objective Output Measures

<b>OUTPUT MEASURE</b>	<b>CURRENT DATA</b>	<b>TARGET LEVEL</b>
Number of NEW data systems to be developed.	1	1
Number of existing data systems enhanced with grant funds.	1	1
Number of subscriptions to data sharing systems.	0	0

#### Custom Objective Output Measures

<b>CUSTOM OUTPUT MEASURE</b>	<b>CURRENT DATA</b>	<b>TARGET LEVEL</b>
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#### Objective Outcome Measures

<b>OUTCOME MEASURE</b>	<b>CURRENT DATA</b>	<b>TARGET LEVEL</b>
Number of personnel with access to improved data / information sharing systems.	3	30
Number of agencies who benefitted from improvements to the new or enhanced data systems.	5	20

#### Custom Objective Outcome Measures

<b>CUSTOM OUTCOME MEASURE</b>	<b>CURRENT DATA</b>	<b>TARGET LEVEL</b>
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#### Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

#### Resolution from Governing Body

Applications from local units of governments and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to CJD 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 CJD 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 CJD.

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

#### Contract Compliance

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

Select the Appropriate Response:

Yes

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?

***Note:** Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.*

Select the Appropriate Response:

- Yes  
 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  
 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]:

10/1/2013

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

9/30/2013

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 (\$) of Federal Grant Funds:

1254479

Enter the amount (\$) of State Grant Funds:

18336

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

- Yes  
 No

**Note:** Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

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 Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2012

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

#### Debarment

Each applicant agency will certify that it and its principals:

- 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.

Enter the debarment justification:

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?

Yes  
 No

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?

Yes  
 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 (\$):

0

### **Fiscal Capability Information**

#### Organizational Information

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:

#### 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:

#### 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:

#### 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

b) 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:

#### 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	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT
Equipment	Automated Fingerprint Information System (AFIS)	Alamo PD is proposing to utilize all grant dollars toward the purchase of a stand alone LiveScan Touchprint 4100/ Staff time will be included in the in-kind dollars. 2 staff @ 10.00 an hour for 10 hours week (40 hours weekly) * 52 weeks = 10,400	\$10,000.00	\$2,500.00	\$0.00	\$0.00	\$12,500.00	

**Source of Match Information**

**Detail Source of Match/GPI:**

DESCRIPTION	MATCH	AMOUNT
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	<b>TYPE</b>	
Alamo PD will use funds from asset forfeiture, general fund or other identified line item	Cash Match	\$2,500.00

**Summary Source of Match/GPI:**

<b>Total Report</b>	<b>Cash Match</b>	<b>In Kind</b>	<b>GPI Federal Share</b>	<b>GPI State Share</b>
\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

<b>CATEGORY</b>	<b>CJD</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>GPI</b>	<b>TOTAL</b>
Equipment	\$10,000.00	\$2,500.00	\$0.00	\$0.00	\$12,500.00

**Budget Grand Total Information:**

<b>CJD</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>GPI</b>	<b>TOTAL</b>
\$10,000.00	\$2,500.00	\$0.00	\$0.00	\$12,500.00

**Condition Of Fundings Information**

<b>Condition of Funding / Project Requirement</b>	<b>Date Created</b>	<b>Date Met</b>	<b>Hold Funds</b>	<b>Hold Line Item Funds</b>
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You are logged in as **User Name:** Judy Switzer ; **UserName:** Switzer\_Judy \* INTERNALUSER

**Snapshot Description:** Application - Reviewed by Intake

**Created:** 3/5/2013 2:15:25 PM