15 MAY 11 AM 9:52

WOODBURY CO.
HUMAN SERVICES DEPT

MIDWEST HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA)

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is effective February 19, 2015, by and between the Woodbury County Attorney's Office and the Iowa Department of Public Safety.

Purpose

The Office of National Drug Control Policy (ONDCP) has awarded High Intensity Drug Trafficking Area (HIDTA) funding to federal, state and local law enforcement agencies in the region comprised of the states of Kansas, Missouri, Nebraska, Iowa, Illinois, South Dakota and North Dakota for the purpose of combating the manufacture, importation and distribution of methamphetamine and illegal drugs. The Iowa Department of Public Safety (DPS) has been designated as the fiscal agent for award proceeds to be distributed to the state and local agencies participating in the Midwest HIDTA program within Iowa and in selected regional initiatives. These funds shall be used for the purposes designated in the Special Assistant United States Attorney Initiative proposal (Appendix A) and the associated budget (Appendix B), as approved by ONDCP for award G14MW0002A.

Scope of Service

The services carried out under this MOU shall be consistent with those contained in the initiative proposal and budget as approved for funding by ONDCP. Changes shall not be made in the subject or the proposed objectives of the initiative without prior written approval from the Midwest HIDTA Executive Committee and Director.

Reprogramming of funds

Reprogramming of funds within a HIDTA award requires different levels of approval based upon the amount to be reprogrammed and whether the reprogramming is inter-agency or inter-initiative. In all cases, the Woodbury County Attorney's Office shall forward a request to the Midwest HIDTA Coordinator or the financial manager and forward the recommendation along with the appropriate reprogramming form to the Midwest HIDTA Executive Director and Midwest HIDTA Executive Committee for their review. The participating agency is responsible for maintaining detailed records of any reprogramming activities. Expenses shall not be incurred prior to receiving authorization from the Iowa HIDTA Coordinator.

Invoicing

The Woodbury County Attorney's Office shall invoice the Iowa Department of Public Safety once a month for expenses paid during the prior month. The Woodbury County Attorney's Office shall submit one original signed invoice along with supportive documentation to the Iowa Department of Public Safety for reimbursement. Supportive documentation shall consist of timesheets and proof of payment.

Reporting Requirements

All participants may be required to prepare a final report of their agency's expenditures, which shall be submitted to the Midwest HIDTA Coordinator within 30 days of close of the program fiscal year. Failure to submit reports on a timely basis may result in the interruption or termination of the initiative funding for your agency.

Program Standards

Each agency agrees to abide by the standards and rules defined in the HIDTA Program Policy and all formal written program guidance regarding financial management standards, reporting, records retention, equipment, vehicles, procurement and supplanting. Updated program policy will be furnished to each participant as it is received from HIDTA or ONDCP.

Assurances

Each agency agrees to abide by the terms and conditions set out in OMB Form 424B Assurances – Non-Construction Programs (Appendix C) and ONDCP Certifications regarding Lobbying, Debarment, Suspension and Other Responsibility Matters; Drug Free Work Place Requirements; Federal Debt Status and Nondiscrimination Statutes and Implementing Regulations (Appendix D). Each agency will also submit a signed OMB form, Disclosure of Lobbying Activities (Appendix E) and will abide by all applicable special conditions included as a part of the award agreement (Appendix F).

Debarred, Suspended, and Ineligible Status

The Woodbury County Attorney's Office certifies that they have not been debarred, suspended, or declared ineligible by any agency of the State of Iowa or as defined in the Federal Acquisition Regulation (FAR) 48 C.F.R. Ch.1 Subpart 9.4. The Woodbury County Attorney's Office will immediately notify the State if they are debarred by the State or placed on the Consolidated List of Debarred, Suspended, and Ineligible Contractors by a federal entity.

Audit

If required, an audit report and management letter must be submitted to the Iowa Department of Public Safety, Finance Bureau in accordance with the OMB Circular A-133, "Audits of State and Local Governments and Nonprofit Organizations".

Acceptance

Acceptance of this MOU by the participating agency is acceptance of all standards and conditions of the HIDTA Award, included as Appendix A, B, C, D, E and F.

Participating Agency:

Contact Information:
Ed Gilliland, Director
Woodbury County Human Resources
620 Douglas Street, Room 701 Court House
Sioux City, IA 51101
712-255-2681 - phone
712-279-6597 - fax
egilliland@sioux-city.org

Issue Payment To:
Woodbury County Auditor's Office
Woodbury County Court House
620 Douglas Street
Sioux City, IA 51101
EIN: 42-6005221

Participating Agency:
Woodbury County Attorney's Office

Edward S. Gilliland, HR Director 4/10/2015
Printed Name and Title Date

Signature 4/10/2015
Date

Fiscal Agent:

Contact Information:
Robert Hartman, Iowa HIDTA Coordinator
Iowa Department of Public Safety
Division of Narcotics Enforcement – 5th Floor
215 East 7th Street
Des Moines, IA 50309
515-725-6216 phone
515-339-1411 cell
515-725-6304 fax
BHartman@midwest-hidta.org

Submit Reimbursement Claims To:
Shelley DeForest
Iowa Department of Public Safety
Finance Bureau – 4th Floor
215 East 7th Street
Des Moines, IA 50319
515-725-6246 phone
515-725-6242 fax
deforest@dps.state.ia.us

Fiscal Agent:
Iowa Department of Public Safety

Nickie Whitaker 5/4/2015
Nickie Whitaker, Finance Bureau Chief Date
Administrative Services Division

Budget Detail

2014 - Midwest

Initiative - Special Assistant U.S. Attorney

Award Recipient - Iowa Department of Public Safety (G14MW0002A)

Resource Recipient - Linn County Attorney's Office

Awarded Budget (as approved by ONDCP)		***$1,987,720.00***
Personnel	**Quantity**	**Amount**
Attorney	3	$166,825.00
Total Personnel		**$166,825.00**
Fringe	**Quantity**	**Amount**
Attorney	3	$57,559.00
Total Fringe		**$57,559.00**
Total Budget		**$224,384.00**

DETAILED EXPENDITURE WORKSHEET

I. SAUSA - Northern
Woodbury County Attorney's Office
Request # _____

Award #: **G15MW0002A**
Period: _____
Date: _____

Code	Description	Amount This Period	Cumulative
PERSONNEL	Regular salary, including vacation and holiday, paid to agency employees		$ -
FRINGE	FICA, Retirement, Health, Life, Dental, Other Fringe Benefits paid in accordance with agency policies		-
OVERTIME	Overtime paid to agency employees		-
TRAVEL	Operational (Witness interview & Managerial meetings), Seminars, Conferences/Training/Local travel costs, including transportation, lodging, meals, and incidentals		-
FACILITIES	.Lease of office space, warehouse, and other facilities .Facilities-related services, including Utilities (electricity, water, sewer, garbage), Janitorial & Alarm, and Improvements/Upgrades/Maintenance (e.g., repairs, fumigation)	-	-
SERVICES	.All lease/rental of equipment [all phones (local/long distance charges), pagers, radios, copiers, vehicles, computers, data lines, audio/visual] .Contractual services [Workforce under contract for specific project, Consultants (computer, investigative, litigation), Photo processing] .Insurance (planes, vehicles, professional) .Repairs/Maintenance (all except facilities) - service agreements .Training/Tuition (fees, course-related books & supplies) .Training/Tuition (fees, course-related books & supplies)		-
EQUIPMENT	Purchase of Equipment [Communications (audio, phones, pagers, radios); Office (furniture, computer work stations, computers & accessories, copiers, fax machines, & others); Surveillance (electronics, specialized audio/phone, equip., lens, scopes, night vision, pen register, automatic dialed number recorder); Photo (cameras, lenses, and related equipment); Transportation (vehicles, vans, planes, boats, motorcycles, accessories); Video (video & infrared/night vision cameras and lenses, microwave, monitor, VCR, transmitter, others)]	-	-
SUPPLIES	Books, directories, subscription to journals, etc.; Computer software/ updates, and supplies (paper, toner, etc.); Vehicle fuel, lubricants, repair parts; Uniforms, safety glasses, riot equip.; Films, office and analytical supplies)		-
OTHER COSTS	Purchase of Information/Evidence; Items not covered elsewhere		-
			$ -

OMB Approval No. 0348-0040

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
[signature]	HR Director
APPLICANT ORGANIZATION	DATE SUBMITTED
Woodbury County Iowa	4/10/2015

OFFICE OF NATIONAL DRUG CONTROL POLICY

CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; FEDERAL DEBT STATUS, AND NONDISCRIMINATION STATUS AND IMPLEMENTING REGULATIONS

Instructions for the certifications

General Requirements

The Office of National Drug Control Policy (ONDCP) is required to obtain from all applicants' certifications regarding federal debt status, debarment and suspension, and a drug free workplace. Applicants requesting monies greater than $100,000 in grant funds must also certify regarding lobbying activities and may be required to submit a Disclosure of Lobbying Activities (Standard Form LLL). Institutional applicants are required to certify that they will comply with the nondiscrimination statutes and implementing regulations.

Applicants should refer to the regulations cited below to determine the certifications to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of the form provides for compliance with certification requirements under 21 CFR part 1405, "New Restrictions on Lobbying" and 21 CFR part 1404, Government-wide Debarment and Suspension (Non-procurement), Certification regarding Federal Debt Status (OMB Circular A-129), and Certification Regarding the Nondiscrimination Statutes and Implementing Regulations.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented in 21 CFR part 1405, for persons entering into a grant or cooperative agreement over $100,000, the applicant certifies to the best of his or her knowledge and belief that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into of a cooperative agreement, or the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than appropriated Federal funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, contracts under grants, cooperative agreements and sub-contracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension and implemented at 21 CFR Part 1404, for prospective participants in primary covered transactions:

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) 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, or in connection with a 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;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and

(d) 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. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE REQUIREMENTS (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988 and implemented at 21 CFR Part 1404, Subpart F.

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the action that will be taken against employees for violation of such prohibition;
(b) Establishing an on-going drug-free awareness program to inform employees about:
   (1) The dangers of drug abuse in the workplace;
   (2) The grantee's policy of maintaining a drug-free workplace;
   (3) Any available drug counseling, rehabilitation and employee assistance programs; and
   (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will
   (1) Abide by the terms of the statement; and
   (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace not later than five calendar days after such conviction:
(e) Notifying the agency in writing within ten (10) calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: The Assistance Center, 8401 Northwest 53rd Terrace, Suite 200, Miami, Florida 33166. Notices shall include the identification number(s) of each affected grant;
(f) Taking one of the following actions within thirty (30) calendar days of receiving notice under subparagraph (d)(2) with respect to any employee who is so convicted:
   (1) Taking appropriate personnel action against such an employee, up to and including termination consistent with the requirements of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 et seq.); or
   (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, state, or local health law or other appropriate agency;
(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f). The applicant may insert in the space provided below the site(s) for the performance of work done in connection with the Memorandum of Understanding and shall keep this information on file in its office so that it is available for Federal inspection. The street address, city, county, state, and zip code should be provided whenever possible.

Woodbury County Attorney's Office

Check ☐ if there are workplaces on file that are not identified here.

The regulations provide that a recipient that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with the Memorandum of Understanding.

5. CERTIFICATION REGARDING FEDERAL DEBT STATUS (OMB Circular A-129)

The undersigned, on behalf of the applicant, certifies to the best of his or her knowledge and belief that the applicant is not delinquent in the repayment of any Federal debt.

6. CERTIFICATION REGARDING THE NONDISCRIMINATION STATUTES AND IMPLEMENTING REGULATIONS

The undersigned, on behalf of the applicant, certifies that the applicant will comply with the following nondiscrimination statutes and their implementing regulations As required by the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Education Amendments of 1972, and the Age Discrimination in Employment Act of 1975, as implemented at 45 C.F.R. Part 1180.44:

(a) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000 et seq.), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity receiving Federal financial assistance;
(b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 et seq.), which prohibits discrimination on the basis of disability in Federally-assisted programs;
(c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-83, 1685-86), which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance;
(d) The Age Discrimination in Employment Act of 1975, as amended (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age in Federally-assisted programs, except that actions which reasonably take age into account as a factor necessary for the normal operation or achievement of any statutory objective of the project or activity shall not violate this statute.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Grantee Name and Address:

Woodbury County Attorney's Office
Woodbury County Court House
620 Douglas Street
Sioux City, IA 51101

Application Number and/or Project Number: G14MW0002A (I)

Grantee IRS/Vendor Number: 42-6005221

Edward S. Gilliland

Signature of Authorized Representative

Edward S. Gilliland, HR Director

Print Name and Title of Authorized Representative

4/10/2015

Date

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

1. Type of Federal Action:
[b] a. contract
b. grant
c. cooperative agreement
d. loan
e. loan guarantee
f. loan insurance

2. Status of Federal Action:
[b] a. bid/offer/application
b. initial award
c. post-award

3. Report Type
[a] a. initial filing
b. material change
For Material Change Only:
Year:_____ Quarter: _____
date of last report _____

4. Name and Address of Reporting Entity:
[ ] Prime [X] Subawardee
Tier _____, *if known:*

Woodbury County Attorney's Office
Woodbury County Court House
620 Douglas Street
Sioux City, IA 51101

Congressional District, *if known:*

5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:

Iowa Department of Public Safety
215 East 7th Street
Des Moines, IA 50319

Congressional District, *if known:*

6. Federal Department/Agency

Office of National Drug Control Policy

7. Federal Program Name/Description:

High Intensity Drug Trafficking Area (HIDTA)

8. Federal Action Number, if known:
G14MW0002A

9. Award Amount, if known:
$224,384.00

10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI)

None

b. Individuals Performing Services (including address if different from No. 10a)
(last name, first name, MI):

None

11. Amount of Payment (check all that apply):
$ N/A _____ actual _____ planned

12. Form of Payment (check all that apply):
___ a. cash
___ b. in-kind; specify: nature_____
value_____

13. Type of Payment (check all that apply)
___ a. retainer
___ b. one-time fee
___ c. commission
___ d. contingent fee
___ e. deferred
___ f. other; specify: _____

14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment indicated in Item 11:

HIDTA Related Initiatives

(attach Continuation Sheet (s) SF-LLL-A, if necessary)

15. Continuation Sheet (s) SF-LLL-A attached _____ **Yes** __X__ **No**

16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made to entered into. This disclosure is requested pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penaly of not less than $10,000 and not more than $100,000 for each such failure.

Signature: Edward S. Gilliland
Print Name: Edward S. Gilliland
Title: HR Director
Telephone No.: 712-279-6480
Date: 4/10/2015

Federal Use Only:

Authorized for local reproduction
Standard Form LLL

Executive Office of the President Office of National Drug Control Policy	Grant Agreement	
1. Recipient Name and Address Commissioner Larry L. Noble Iowa Department of Public Safety 215 E 7th Street Des Moines, IA 50319	4. Award Number: G14MW0002A 5. Grant Period: From 01/01/2014 to 12/31/2015	
1A. Recipient IRS/Vendor No.: 1426004563A1	6. Date: 3/17/2014	7. Action
Subrecipient Name and Address	8. Supplement Number	[X] Initial Supplemental
2A. Subrecipient IRS/Vendor No.:	9. Previous Award Amount:	
3. Project Title Multiple	10. Amount of This Award: $1,987,720 11. Total Award: $1,987,720	
12. The above Grant is approved subject to such conditions or limitations as are set forth on the five attached pages.		
13. Statutory Authority for Grant: Public Law 113-76		
AGENCY APPROVAL	**RECIPIENT ACCEPTANCE**	
14. Typed Name and Title of Approving Official Michael K. Gottlieb National HIDTA Director	15. Typed Name and Title of Authorized Official Larry L. Noble Iowa Department of Public Safety	
16. Signature of Approving ONDCP Official Michael K. Gottlieb	17. Signature of Authorized Recipient/Date 3/21/14	
AGENCY USE ONLY		
18. Accounting Classification Code DUNS: 808349021 EIN: 1426004563A1	19. HIDTA AWARD OND1070DB1415XX OND6113 OND2000000000 OC 410001	

RECEIVED

MAR 21 2014

Dept. of Public Safety
Finance Bureau - SLD

GRANT CONDITIONS

A. General Provisions

1. This grant is subject to Title 2 of the Code of Federal Regulations, as well as the following:

   - by reference, the provisions of the Office of Management and Budget (OMB) circulars and government-wide common rules applicable to grants and cooperative agreements. These circulars and common rules include the following:
   - OMB Circular A-21 "Cost Principles for Educational Institutions." (Codified at 2 CFR Part 220)
   - OMB Circular A-87 "Cost Principles for State, Local, and Indian Tribal Governments." (Codified at 2 CFR Part 225)
   - OMB Circular A-102 "Grants and Cooperative Agreements with State and Local Governments." (Codified at 21 CFR 1403)
   - OMB Circular A-110 "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations." (Codified at 2 CFR Part 215)
   - OMB Circular A-122 "Cost Principles for Nonprofit Organizations." (Codified at 2 CFR Part 230)
   - "Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Units of Governments," (Codified at 21 CFR Part 1403)
   - Grants Management Common Rule for State and Local Units of Governments," (Codified at 21 CFR Part 1404)
   - "Government-wide Debarment and Suspension (Nonprocurement)," (Codified at 21 CFR Part 1404)
   - "Government-wide Requirements for Drug-free Workplace (Financial Assistance)" (Codified at 21 CFR Part 1405)
   - "New Restrictions on Lobbying" (Codified at 28 CFR Part 69)

2. Audits conducted pursuant to OMB Circular A-133, "Audits of State and Local Governments", must be submitted no later than 9 months after the close of the grantee's audited fiscal year. A copy of the audit report and management letter must be sent to:

   EOP/ONDCP
   Attention: Michael Reles
   GSD/RDF (202) 395-6608
   Anacostia Naval Annex
   Bldg 410/Door 123
   250 Murray Lane, SW
   Washington, DC 20509
   or:
   mreles@ondcp.eop.gov

3. Grantees are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Other reporting requirements are specified in the HIDTA Program Policy and Budget Guidance.

4. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.

5. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the HIDTA, its fiscal agent (s), HIDTA employees, HIDTA contractors, as well as state, local, and federal HDTA participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

6. **Grantees and subgrantees are advised of the new OMB grants "supercircular," Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, some provisions of which may begin to supersede the provisions of pre-existing OMB grants circulars over the term of this grant. ONDCP will also be adopting conforming regulations in 2014. ONDCP will provide you with updates moving forward. For more information about the supercircular, please visit www.cfo.gov/COFAR, which includes links to related online training and FAQs.**

B. Special Conditions HIDTA Grants

The following special conditions are incorporated into each award document.

1. This grant is awarded for the initiative(s) named above. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance.

2. This award is subject to the requirements in ONDCP's HIDTA Program Policy and Budget Guidance.

3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.

4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.

5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e. the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6-12 of the HIDTA Program Policy and Budget Guidance.

6. The grant recipient agrees to account for and use program income in accordance with the "Common Rule" and the HIDTA Program Policy and Budget Guidance. Asset forfeiture proceeds generated by the HIDTA-funded initiatives shall not be considered as program income earned by HIDTA grantees.

7. Property acquired with these HIDTA grant funds is to be used for activities of the Midwest HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, this equipment must be made available to the HIDTA's Executive Board for use by other HIDTA participants.

8. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

C. Payment Basis

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system (www.dpm.psc.gov). Copies of invoices or payroll registers must accompany the payment confirmation number to provide documentation for the reimbursement request. Requests for advances must be accompanied by details specifying the need for the advance. Documentation of how the advance was spent must be submitted within 21 days and before another advance or reimbursement will be approved.

2. The HIDTAs, or their respective grantees, must utilize the HIDTA program Financial Management System's (FMS) Disbursement module each time they submit a disbursement request to the NHAC. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered into the FMS. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be FDIC insured. The account must be interest bearing.

3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination Act (23 U.S.C. 450), grantees and subgrantees shall promptly, but at least quarterly, remit interest earned on advances to HHS/DPM at the address provided below. When submitting your checks, please provide a detailed explanation which should include: reason for check (remittance of interest earned on HIDTA advance payments), check number, grantee name, grant number, interest period covered, and contact name and number.

   Ms. Janet Morgan
   Division of Payment Management
   Department of Health and Human Services

   Via U.S. Postal Mail:
   P.O. Box 6021
   Rockville, MD 20852

   Via FedEx:
   7700 Wisconsin Avenue
   10th Floor
   Bethesda, MD 20814

4. The grantee or subgrantee may keep interest amounts up to $100 per year for administrative purposes.

RECIPIENT ACCEPTANCE OF GRANT CONDITIONS

Signature: _____ Date: 3/21/14

Name: Larry L. Noble

Organization: Iowa Department of Public Safety

Terry E. Branstad
Governor
Kim Reynolds
Lt. Governor

Department of Public Safety

Roxann M. Ryan
Commissioner

March 10, 2015

Mr. Ed Gilliland, Director
Woodbury County Human Resources
Court House, Room 701
620 Douglas Street
Sioux City, IA 51101

RE: 2014 HIDTA Memorandum of Understanding

Dear Mr. Gilliland:

Please find enclosed the Memorandum of Understanding (MOU) for the 2014 HIDTA Award. The following documents need to be signed and returned to me prior to you submitting the first 2014 HIDTA reimbursement claim:

(1) MOU
(2) Assurances – Standard Form 424B
(3) Certifications Regarding Lobbying, Debarment, Suspension & other Responsibility Matters; Drug-Free Workplace Requirements; Federal Debt Status, and Nondiscrimination Status and Implementing Regulations
(4) Disclosure of Lobbying Activities

If you have any questions, please feel free to contact me at 515-725-6246. My e-mail address is deforest@dps.state.ia.us.

Sincerely,

Shelley DeForest

SHELLEY DEFOREST, Budget Analyst 2
Administrative Services Division

SLD/sld
Enclosures
cc: Robert Hartman

APPENDIX

Appendix A – FY 2014 Enforcement Initiative Budget Proposal

Appendix B – FY 2014 Budget Detail

Appendix C – Assurances – Non-construction programs

Appendix D – Certifications regarding Lobbying, Debarment, Suspension and Other Responsibility Matters; Drug Free Workplace Requirements; Federal Debt Status and Nondiscrimination Statutes and Implementing Regulations

Appendix E – Disclosure of Lobbying Activities

Appendix F - Grant Agreement and Conditions

FY 2014 ENFORCEMENT INITIATIVE BUDGET PROPOSAL

HIDTA: **Midwest**

INITIATIVE TITLE: SAUSA-Northern District of Iowa (This Initiative is not in FMS!)

LEAD AGENCY(S): U.S. Attorney's Office-Northern District of Iowa

LOCATION: Cedar Rapids, IA

1. INITIATIVE DESCRIPTION

(Includes initiatives involved in investigative, prosecution, and interdiction activities.)

A. The Midwest HIDTA Special Assistant U.S. Attorney is to support HIDTA initiatives and law enforcement in the efficient and timely prosecution of subjects developed in investigating Drug Trafficking Organizations and drug traffickers, distributors, manufacturers and individuals laundering drug proceeds.

B. Is this initiative collocated with other HIDTA initiatives?

☐ Yes
☑ No

C. Is this initiative staffed with fulltime federal and fulltime state/local personnel?

☐ Yes
☑ No

(If not, attach Program Policy Waiver Request.)

(Note: If this initiative only funds a prosecutor, a waiver is not required.)

D. Are fulltime members of the initiative collocated and commingled with federal and state/local personnel?

☐ Yes
☑ No

(If not, attach Program Policy Waiver Request.)

(Note: If this initiative only funds a prosecutor, a waiver is not required.)

2. INITIATIVE PARTICIPANTS

A. HIDTA Participating Agency Positions, Summary

	Full Time	Part Time	Total
Collocated	0	0	0
Non-collocated	3	0	3
Total	3	0	3

B. HIDTA Participating Agency Positions

Quantity	Title/Position	Agency	HIDTA Funded	Collocated	Fulltime/ Part-Time
3	Prosecutor	Linn County Iowa	Yes	No	Fulltime

3. INITIATIVE BUDGET

A. FY 2014 Request for initiative: **$0.00**

Imported from FMS on 1/2/2013 10:53:20 AM

4. LAW ENFORCEMENT INITIATIVES: INVESTIGATION AND INTERDICTION ACTIVITIES

A. Level of Activity: (Check all that apply)

- ☐ Local DTO focus
- ☐ Multi-state DTO focus
- ☐ International DTO focus
- ☐ Interdiction focus

B. Does the initiative routinely provide information to the HIDTA Investigative Support Center?

- ☐ Yes
- ☑ No

(If no, explain.)

This is a prosecution initiative that supports active HIDTA task forces.

5. PROSECUTION

A. Does this initiative fund a prosecutor?

- ☑ Yes
- ☐ No

B. If this initiative has a HIDTA funded prosecutor(s), does the prosecutor(s) exclusively support HIDTA initiatives?

- ☐ Yes
- ☑ No

(If not, explain why and state what percentage of time is devoted to HIDTA cases.)

Although direct SAUSA support goes to HIDTA initiatives, the SAUSA has flexibility to work cases that are outside a HIDTA initiative. For the most part this work is a small percentage, however it is more than made up by more experienced prosecutors being able to assist HIDTA task forces even though they are not funded by HDITA.

2012 EXPECTED AND ACTUAL AND 2014 EXPECTED INITIATIVE OUTPUTS AND OUTCOMES

2012 EXPECTED AND ACTUAL AND 2014 EXPECTED DTO-RELATED OUTPUTS AND OUTCOMES				
Outputs	2012 DTOs To Be Dismantled/ Disrupted	2012 DTOs Dismantled	2012 DTOs Disrupted	2014 DTOs To Be Dismantled/ Disrupted
Drug Trafficking Organizations				
International DTOs		0	0	
Multi-State DTOs		0	0	
Local DTOs		0	0	
TOTAL	0	0	0	0
Money Laundering Organizations				
International		0	0	
Multi-State MLOs		0	0	
Local MLOs		0	0	
TOTAL	0	0	0	0
GRAND TOTAL	0	0	0	0

2010, 2011, 2012 ACTUAL AND AVG. DRUG SEIZURES					
DRUG SEIZURES (Measurements)	2010 Actual Seizures	2011 Actual Seizures	2012 Actual Seizures	2011-2012 Average	2010-2012 Average

PAST PERFORMANCE AND AVERAGE CASH & OTHER ASSET SEIZURES					
	2010 Actual	2011 Actual	2012 Actual	2011-2012 Average	2010-2012 Average
Cash Assets	$0	$0	$0	$0	$0
Dollar Value of Other Assets	$0	$0	$0	$0	$0
TOTAL DOLLAR VALUE OF ASSETS SEIZED	$0	$0	$0	$0	$0

2012 CLANDESTINE LABORATORY CASES AND 2014 EXPECTED CLANDESTINE LABORATORY CASES				
Output	2010 - 2011 Avg.	2012 Expected	2012 Actual	2014 Expected
Meth Laboratories Dismantled	0	0	0	0
Laboratory Dump Sites Seized	0	0	0	0
Chemical/Glassware/Equipment Seized	0	0	0	0
Children Affected	0	0	0	0

2012 ACTUAL AND 2014 EXPECTED HIDTA INITIATIVE CASES OPENED AND LEADS REFERRED TO OTHER HIDTAS AND OTHER AGENCIES				
Output	2010 - 2011 Avg.	2012 Expected	2012 Actual	2014 Expected
HIDTA Initiative Leads Referred	0	0	0	0
HIDTA Initiative Cases Opened	0	0	0	0
HIDTA Cases Provided Analytical Support	0	0	0	0

[2/27/2013] Using an average of previous 3 years actual values as Expected Values, since not previously set by PMP user.

2012 ACTUAL AND 2014 EXPECTED PROSECUTION ASSISTANCE TO BE PROVIDED				
Output	**2010 - 2011 Avg.**	**2012 Expected**	**2012 Actual**	**2014 Expected**
Individuals prosecuted	179	172	136	165
Individuals convicted	178	178	174	176
Number of Indictments	103	101	96	100
Other Case Activity	0	0	0	0

2012 Actual and 2014 Expected Fugitives Apprehended by HIDTA Initiative				
Output	**2010 - 2011 Avg.**	**2012 Expected**	**2012 Actual**	**2014 Expected**
Fugitives	0	0	0	0

OTHER INITIATIVE OUTPUTS AND OUTCOMES