



NOTICE OF SUBAWARD

Paul Coverdell Forensic Science Grant
(FSI)

OCJA Project #
24-FSI-03

Federal Awarding Agency:
Department of Justice, Bureau of Justice Assistance

Subrecipient's Name: **Washoe County Sheriff's Department
Forensic Laboratory**

UEI # **DCJLHJL4WQ94**

Address:
(With 9-digit Zip)
**911 Parr Boulevard
Reno, NV 89512-1000**

Vendor # **T40283400**

Project Title: **Education, Training, & Technology**

Subaward and Budget
Period of Performance **January 1, 2025 – September 30, 2026**

APPROVED BUDGET CATEGORIES

Amount of Federal Funds Obligated to
the subrecipient with this Subaward

\$87,636.00

CATEGORY

TOTAL PROJECT
COSTS

Match Required ☐ Y ☒ N

Personnel

\$0.00

Match Amount Required:

\$0.00

Travel

\$5,730.00

Supplies/Operating

\$25,826.00

Equipment (Over \$5,000 per item)

\$18,350.00

Contracts/Consultants

\$29,466.00

Research and Development (R&D) ☐ Y ☒ N

Confidential Funds

\$0.00

Other (Includes Conf Registrations)

\$8,264.00

Subrecipient Indirect Cost Rate: NA for this award

Total Approved Budget

\$87,636.00

DPS/OCJA Indirect Cost Rate: NA

CFDA
#16.742

Paul Coverdell
Forensic Science
Grant

Grant Award Date by
Federal Agency: 9/27/2023

FAIN / Federal Grant Award #
15PBJA-24-GG-03234-COVE

SAA's Federal Award:
\$294,696.00

The Subrecipient must comply with all applicable Federal regulations under 2 C.F.R. 200. This subaward is subject to the requirements detailed in the OCJA Award Conditions & Assurances, Program Assurances, Financial Assurances, and the OCJA Administrative Manual established by the Office of Criminal Justice Assistance, Nevada Department of Public Safety.

☒ **SUBAWARD CONDITIONS:** This subaward is offered subject to the conditions or limitations set forth on the attached page(s) of Award Conditions and Assurances.

Federal award project description: To improve Nevada's criminal justice systems

OCJA Awarding Official contact information: 775-687-1500 ocja@dps.state.nv.us

AGENCY APPROVAL

SUBRECIPIENT ACCEPTANCE

Office of Criminal Justice Assistance
Victoria Hauan, Administrator

Washoe County Sheriff's Department
Darin Balaam, Sheriff

X *Victoria Hauan* 3-10-25

X *Darin Balaam* 3/10/25

Signature of Agency Approving Official

Date

Signature of Agency Approving Official

Date

Office of Criminal Justice Assistance



Award Conditions and Assurances

Complete and submit this form to the Office of Criminal Justice Assistance (OCJA) with the signed award.

Award Information and Instructions

Award Information:

Sub-recipient Agency/Organization	Washoe County Sheriff's Office Forensic Laboratory	
Project Title	Education, Training, and Technology	
Project/Award #	24-FSI-03	CFDA#: 16.742

Instructions:

In Table A - "Award Conditions" below, the Office of Criminal Justice Assistance's (OCJAs) Grant Manager assigned to the award above marked the applicable Special Conditions. Please read carefully, sign and date the last page confirming awareness and compliance of the applicable Award Conditions and return this document to OCJA with the Signed Subaward Package.

Table A – Award Conditions

Name	Applicable	
1. Audit Arrangements	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
2. Equipment Purchase 1122 Programs	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
3. Reimbursement of Grant Expenditures	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
4. Bullet Proof Vests Mandatory Wear Policy	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
5. Confidential Funds	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
6. Task Force Training Online	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
7. Employment eligibility verification for hiring under the award.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
8. DOJ Financial Management Online Training	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
9. Certification of Civil Rights Requirements & Designation of Civil Rights Liaison	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

NOTE: Pursuant to Executive Order 13513, 74 Fed. Reg. 51225, the Department of Public Safety and the Office of Criminal Justice Assistance encourage subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

Note: Federal requirements prohibit OCJA from reimbursing subrecipients with missing or incomplete documentation.

Office of Criminal Justice Assistance



1. Audit Arrangements

Per CFR 200.332 (a) (5) A requirement that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements. OCJA is responsible for reviewing the subrecipient's previous Single Audit in accordance with subpart F.

Sub-recipient Agency/Organization Address:	911 E. Parr Blvd		
City:	Reno,	NV	7-digit Zip: 89512
Name of Financial Manager	D. Kurt Green	Phone:	775-328-2884
Email	DGreen@washoecounty.gov		

Does the subrecipient agency expect to spend an aggregate total of \$1,000,000 in federal funds in the current fiscal year? (subrecipient agency refers to the entire County, city, state agency or tribe receiving the award)

NO ☐ - stop; continue to the next applicable Award Condition

YES ☐ - Complete the information below and continue with the next award condition –if none are applicable, sign and return this form in its entirety to OCJA. This form is part of the Subaward package.

Name of Auditor/Firm:	EideBailly LLP		
Address:	975 5 th St. Elko,	NV	Zip: 89801-3210
Point of Contact	Teri Gage	Phone:	775-738-5134
Email	TGage@eidebailly.com		Fax:
Anticipated submission date of the audited financial statement to OCJA			11-1-2025

2. Equipment Purchases 1122 Program

OCJA requires sub-recipients awarded \$1,000 or more for equipment purchases to contact the State Coordinator for the 1122 General Services Administration Purchasing Program to determine the viability of acquiring approved equipment through the program. When purchasing through the 1122 program, retain the quote, or the letter from the State Coordinator authorizing the purchase outside the program in the award file for your records.

Regardless of the funding source, this program is open to state and local government agencies for purchases under \$1,000.

3. Reimbursement of Grant Expenditures

In compliance with state and federal mandates, OCJA cannot reimburse sub-recipients for financial claims with expenditures until after receiving the federal award and all federal special conditions have been met. State agencies must complete the State Legislative process approving the receipt of the award. *Late fees are not eligible for reimbursement with federal funds.* Please consider that regardless of a possible delay in reimbursement, the requirement to submit monthly program progress reports and quarterly BJA PMT reports does not change.

4. Bullet Proof Vest Mandatory Wear Policy

The sub-recipient certifies it has a current written "Mandatory Wear" Policy in effect for uniformed officers while on duty. The policy must be in place before any Justice Assistance Grant funding can be used for the purchase of ballistic-resistant and stab-resistant body armor. There are no requirements regarding the nature of the policy

other than it being a mandatory wear policy for all uniformed officers while on duty.

5. Confidential Funds

I certify that I read, understand and agree to abide by all the conditions for confidential funds, including the establishment of written procedures, as set forth in the effective edition of the Office of Justice Programs (OJP), "Financial Guide." **Keep a copy of the written procedures in the award file for your records.**

6. Task Force Training Online

Agencies receiving partial or full funding for Task Force(s) activities from the Justice Assistance Grant, agree that within 120 days of award acceptance, **each current member of a law enforcement task force** funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete this training once during the life of this award, or once every four years if multiple awards include this requirement. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership (www.ctfli.org). This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. When BJA funding supports a task force, a task force personnel roster should be compiled and maintained, **along with course completion certificates.**

7. Employment eligibility verification for hiring under the award.

All subrecipients must ensure that as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the subrecipient properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the subrecipient who are or will be involved in activities under this award of both—

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

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

8. DOJ Financial Management Online Training

[Home | DOJ-FMT \(\[ojp.gov\]\(http://ojp.gov\)\)](#) Online Grants Financial Management Training

The DOJ Grants Financial Management Online Training has been updated to reflect the government-wide grant rules that went into effect (and were implemented by DOJ) on November 12, 2020.

Recipients must use their Unique Entity Identifier (UEI) to register for the online training. If you should have any questions about this or have trouble registering, please email:
OJP.ITServiceDesk@ojp.usdoj.gov

[DOJ Grants Financial Guide \(\[ojp.gov\]\(http://ojp.gov\)\)](#)

The Office of Criminal Justice Assistance follows the DOJ Grants Financial Guide, updated January 2024 and is required by the Department of Justice to ensure all subrecipients are abiding by the same rules and regulations. The above link will provide a copy of the most current financial guide from the Department of Justice.

9. Certification of Civil Rights Requirements & Designation of Civil Rights Liaison

As Project Director for the above stated grant award, I agree:

Office of Criminal Justice Assistance



1. To submit the contact information (name, telephone, e-mail address) for the Civil Rights Liaison (Liaison) appointed by the agency/organization.
2. That the Liaison will coordinate the agency's/organization's compliance with the Federal Office of Justice Program's civil rights requirements.
3. That the Liaison will comply with the federal Office of Civil Rights training requirements found on the website <http://ojp.gov/about/ocr/assistance.htm>;
4. That **within 30 days** of receiving OCJA's award package, the Liaison will complete the certification form certifying that s/he completed the required training.
5. That the subrecipient agency/organization is aware OCJA will monitor compliance with civil rights requirements.
6. **The Project Director:**
 - Refers to the person with direct responsibility for the administration of the proposed project to carry out the terms of the Grant Award, Award Conditions and Program Assurances.
 - Ensures agreed upon grant-funded activities, operations, and the scope of the work.
 - Keeps costs within approved amounts and maintains source documents
 - Submits required progress reports and **may** submit reimbursement claims to DPS-OCJA throughout the grant year.
 - All correspondence from OCJA pertaining to your project will be sent to the Project Director's attention.

NOTE: OCJA will not process fiscal reimbursements for claims related to awards without the Liaison's completed certification and/or contact information.

Contact Information for Designated Liaison:

Name	Stephanie Farrell		
Title	Fiscal Compliance Officer		
E-mail	SFarrell@washoecounty.gov	Phone	775-328-2842
Address	911 E. Parr Blvd Reno, NV 89512		
	OR SOGrants@washoecounty.gov		

I certify I read, understand and agree to the applicable Award Conditions as outlined in Page 1, Table A of this document and the Program Assurances. I agree to the above stated Civil Rights Requirements and Designation of Civil Rights Liaison.

Steven Johnson

Project Director Name

Forensic Science Division Director

Title

Signature: 

Date: 3/12/2025

Darin Balaam

Agency Authorized Official Name

Sheriff

Title

Signature: 

Date: 3/12/2025

The Authorizing Official is the person in your agency ultimately responsible for all fiscal and operational aspects, including this project.



Civil Rights Liaison Certification & Training

Complete and return this form **within 30 days** of receiving OCJA'S grant award package when one or more of the four items below apply.

1. This is the first time the agency/organization is a subrecipient of funds from OCJA.
2. A change occurred in the agency/organization's Civil Rights Liaison
3. OCJA notified the agency/organization of significant changes in the law or the Office of Civil Rights training.
4. OCJA's Administrator requests the completion of the training.

As the Civil Rights Liaison for the above Agency/Organization, I certify that:

1. the Agency/Organization is aware that, in accordance with federal law, OCJA will audit and monitor compliance with federal civil rights requirements.
2. I read the information located on the federal Office of Civil Rights webpage, http://ojp.gov/about/ocr/sample_documentation.htm regarding the Sample Civil Rights Compliance Checklist;
3. **by checking the list of training segments below**, I viewed the required and applicable civil rights training segments completing the self-tests found on the federal Office of Civil Rights webpage <http://ojp.gov/about/ocr/assistance.htm>.

Required Training Segments for ALL Subrecipients

Viewing the following three training segments and completion of the respective self-tests is a requirement for all agencies receiving grant funds from OCJA.





- ☒ Overview of the Office for Civil Rights and Laws Enforced and self-test.
 - ☒ Obligations of Recipients of DOJ Funding to Provide Services to Limited English Proficient Person and Self – test.
 - ☒ Standard Assurances and How the Office for Civil Rights Enforce Civil Rights Laws and Self-test.
- Additional required segments and Self-test for **FAITH-BASED Subrecipients**:*
- ☐ Civil Rights Laws that Affect Funded Faith-Based Organizations.
- Additional required segments and Self-test for **TRIBAL Subrecipients**:*
- ☐ Civil rights Protections for American Indians in Programs funded by DOJ and Obligations of Funded Indian Tribes.

Liaison Signature:	Date: <u>4/24/2025</u>
Subrecipient Agency/Organization	Washoe County Sheriff's Office Forensic Laboratory
Project Title	2024 Paul Coverdell Forensic Science Improvement (FSI) Grant
Project/Award #	24-FSI-03

Program Assurances

The applicant hereby assures compliance with the following conditions as part of the Notice of Grant Subaward:


1. A narrative **Monthly Progress** report shall be submitted to the Office of Criminal Justice Assistance (OCJA) on the approved form on the 25th of each month during the grant period. Reimbursements for Financial Claims may be delayed if progress reports are not up to date. Forms will be supplied by your program manager and will be available at <http://www.ocj.nv.gov>. The Bureau of Justice Assistance requires an electronic quarterly report for the Performance Measurement Tools (PMT) due **Quarterly** on the 20th day following the close of each quarter.
2. The Subrecipient shall **issue a press release** to their local media detailing the project, funding source, goals, objectives and probable outcome within 60 days of issuance of the signed Grant Award. Include a copy of the press release with the monthly progress report.
3. Any publication, invention, patent, photograph, **negative**, book, drawing, record, document, or other material prepared by the grantee/sub-grantee in the performance of its obligations under this grant **must identify the funding source**. Contact at OCJA for approved wording
4. The Final Progress Report must be submitted to OCJA within **60 days following the end of the grant period**. Late reports, unless approved by OCJA, will result in non-payment of final claim.
5. Written approval must be obtained from OCJA for a change in the scope of work and/or goals and objectives, including changes to travel plans. The approval must be acquired prior to any purchases and/or adjustments to the grant. A Project Change Form must be completed and submitted to OCJA for consideration.
6. OCJA retains the right to terminate this grant, for cause, at any time before completion of the grant period when determined the grantee failed to comply with the conditions of the grant award.
7. To the extent limited in accordance with NRS 41.0305 to NRS 41.039, if applicable, the subrecipient agrees to indemnify, save and hold the state, its agents and employees harmless from any and all liability, claims, actions, damages, losses, and expenses, including without limitation, reasonable attorneys' fees and costs, arising out of any alleged negligent or willful acts or omissions of this agreement by sub-grantee, its agents or employees.
8. The subrecipient acknowledges and agrees to notify OCJA of the disposition of property or equipment purchased with grant funds within 60 days of disposition or loss.

 Steven Johnson Project Director Name	Forensic Science Division Director Title
Signature: 	Date: <u>3/12/2025</u>
 Darin Balaam Agency Authorized Official Name	Sheriff Title
Signature: 	Date: <u>3/12/2025</u>

This document must be signed by the Project Director and the Agency Authorized Official.

Financial Assurances

The sub-recipient hereby assures compliance with the following conditions as part of the Notice of Grant Award:

- 
1. If the application includes funding for one or more **salaried** positions, this will be reimbursed at a **pro-rated amount over the 12-month grant period**.
 2. A Financial claim shall be submitted to the Office of Criminal Justice Assistance (OCJA) when there are expenditures no later than 30 days following the end of the month. Financial claims must be submitted on the approved form available on the OCJA web site <http://ocj.nv.gov>.
 3. When submitting a financial claim, the sub-recipient understands that the claim will not be paid if it reflects activities or expenses made prior to the **project period start date or after the ending date of the grant period**.
 4. Reimbursements for Financial Claims may be delayed if progress reports are delinquent.
 5. Grantee/Subrecipient understands that written pre-approval must be obtained from OCJA to make any budget modifications that transfer funds between budget categories. Modification requests will be considered on a case-by-case basis and must be made prior to the last 60 days of the grant period on the Project Change Request form available on the OCJA web page. Expenditure of funds for items not previously authorized may be considered on a case by case basis.
 6. Any programmatic changes that impact the budget or scope of work require pre-approval and submittal of a project change request form.
 7. The **final** financial claim form must be submitted to OCJA no later than **90** days following the end of the grant period. Late reports, unless approved by OCJA, will result in non-payment of the final claim.
 8. Grant revenue and expenditure records must be maintained and made available to OCJA for monitoring and audit purposes.
 9. OCJA retains the right to terminate this grant for cause at any time before completion of the grant period when it has determined the grantee/sub-recipient has failed to comply with the conditions of the grant award.
 10. Financial management **must comply with the requirements of 2 CFR Part 200 Subparts A through F and all appendices**, incorporated into this agreement by reference.
 11. All grant expenditures are to be reasonable and allowable in accordance with **2 CFR Part 200 Subparts A through F and all appendices** incorporated into this agreement by reference.
 12. Grantee/sub-recipient shall comply with the audit requirements of the Single Audit Act Amendment of 1986 and 2 CFR Part 200 Subparts A through F and all appendices, incorporated into this agreement by reference to include the required submission of the most recent annual independent audit.
 13. Upon OCJA request, required documentation for the performance of internal audits must be provided within 30 days. Grant closeout is contingent upon OCJA audit and resolution of any discrepancies.



Name: D. Kurt Green Title: Fiscal Manager

Signature:  Date: 3/10/25

This document must be signed by the Chief Financial Officer or Fiscal Manager for the organization.

Links to all OMB circulars referenced above are available on the OCJA web page at <http://www.ocj.nv.gov> – under Federal Resources / OMB Circulars

Farrell, Stephanie

Subject: FW: U.S. Department of Justice - Certification of Law Enforcement Agencies by Independent Credentialing Bodies

From: Scheider, Matthew (COPS) <Matthew.Scheider@usdoj.gov>

Sent: Friday, December 1, 2023 9:32 AM

Subject: U.S. Department of Justice - Certification of Law Enforcement Agencies by Independent Credentialing Bodies

WARNING - This email originated from outside the State of Nevada. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Credentialing Body Representative,

As you know, the Executive Order on Safe Policing for Safe Communities (No. 13929) was signed in June of 2020 and established a process for certification of law enforcement agencies by independent credentialing bodies. As a credentialing body in your state, your organization has assessed agency compliance with the standards set forth in the order and passed along the results of this assessment to the U.S. Department of Justice. We are grateful for your work on this.

Signed in May of 2022, the Executive Order on Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety (No. 14074) superseded the previous order and outlined a new strategy for police agency credentialing. Effective immediately, there is no longer a need for law enforcement agencies to be certified to the standards of Executive Order 13929. In applications for federal funding, agencies will not be asked if they have been certified to these standards by a credentialing body.

Beginning in 2024, the Department of Justice, through the Office of Community Oriented Policing Services will begin a new process of recognizing authorized, independent credentialing bodies that assess law enforcement agency compliance with national standards under Executive Order 14074. More information on this process will be made available in the coming months.

Again, we thank you for your past and continued efforts on police agency credentialing and look forward to working with you in the future. For questions, or to update contact information for your organization, please contact michael.david@usdoj.gov.

Sincerely,

Matthew C. Scheider, Ph.D.

Assistant Director

Resources and Technical Assistance Division

U.S. Department of Justice

Office of Community Oriented Policing Services (COPS Office)

Two Constitution Square | 145 N Street NE | Washington, DC 20530

202-514-8289 | matthew.scheider@usdoj.gov

Web: www.cops.usdoj.gov | **Twitter:** [@COPSOoffice](https://twitter.com/COPSOoffice)



Equitable Sharing Agreement and Certification



NCIC/ORI/Tracking Number: NV0160000
Agency Name: Washoe County Sheriff's Office
Mailing Address: 911 E Parr Blvd
Reno, NV 89521

Type: Sheriff's Office

Agency Finance Contact

Name: Green, Kurt
Phone: 775-328-2884
Email: dgreen@washoecounty.gov

Jurisdiction Finance Contact

Name: Hill, Cathy
Phone: 775-328-2563
Email: chill@washoecounty.us

ESAC Preparer

Name: Green, Kurt
Phone: 775-328-2884
Email: dgreen@washoecounty.gov

FY End Date: 06/30/2024

Agency FY 2025 Budget: \$156,074,052.13

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance	\$1,453,770.61	\$0.00
2	Equitable Sharing Funds Received	\$53,889.25	\$0.00
3	Equitable Sharing Funds Received from Other Law Enforcement Agencies and Task Force	\$0.00	\$0.00
4	Other Income	\$8,336.55	\$0.00
5	Interest Income	\$29,398.10	\$0.00
6	Total Equitable Sharing Funds Received (total of lines 2-5)	\$91,623.90	\$0.00
7	Equitable Sharing Funds Spent (total of lines a - n)	\$79,066.07	\$0.00
8	Ending Equitable Sharing Funds Balance (difference between line 7 and the sum of lines 1 and 6)	\$1,466,328.44	\$0.00

¹Department of Justice Asset Forfeiture Program Investigative Agency participants are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA

²Department of the Treasury Asset Forfeiture Program participants are: IRS-CI, ICE, CBP and USSS.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Law Enforcement Operations and Investigations	\$0.00	\$0.00
b	Training and Education	\$1,849.80	\$0.00
c	Law Enforcement, Public Safety, and Detention Facilities	\$0.00	\$0.00
d	Law Enforcement Equipment	\$7,235.95	\$0.00
e	Joint Law Enforcement/Public Safety Equipment and Operations	\$8,199.20	\$0.00
f	Contracts for Services	\$19,060.40	\$0.00
g	Law Enforcement Travel and Per Diem	\$19,075.52	\$0.00
h	Law Enforcement Awards and Memorials	\$23,645.20	\$0.00
i	Drug, Gang, and Other Education or Awareness Programs	\$0.00	\$0.00
j	Matching Grants	\$0.00	\$0.00
k	Transfers to Other Participating Law Enforcement Agencies	\$0.00	\$0.00
l	Support of Community-Based Programs	\$0.00	
m	Non-Categorized Expenditures	\$0.00	\$0.00
n	Salaries	\$0.00	\$0.00
	Total	\$79,066.07	\$0.00

Equitable Sharing Funds Received From Other Agencies

Transferring Agency Name	Justice Funds	Treasury Funds

Other Income

Other Income Type	Justice Funds	Treasury Funds
Other-Investment Income	\$8,336.55	

Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Transfers to Other Participating Law Enforcement Agencies

Receiving Agency Name	Justice Funds	Treasury Funds

Support of Community-Based Programs

Recipient	Justice Funds	

Non-Categorized Expenditures

Description	Justice Funds	Treasury Funds

Salaries

Salary Type	Justice Funds	Treasury Funds

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Money Laundering and Asset Recovery Section at 1400 New York Avenue, N.W., Washington, DC 20005.

Privacy Act Notice

The Department of Justice is collecting this information for the purpose of reviewing your equitable sharing expenditures. Providing this information is voluntary; however, the information is necessary for your agency to maintain Program compliance. Information collected is covered by Department of Justice System of Records Notice, 71 Fed. Reg. 29170 (May 19, 2006), JMD-022 Department of Justice Consolidated Asset Tracking System (CATS). This information may be disclosed to contractors when necessary to accomplish an agency function, to law enforcement when there is a violation or potential violation of law, or in accordance with other published routine uses. For a complete list of routine uses, see the System of Records Notice as amended by subsequent publications.

Single Audit Information**Independent Auditor****Name:** TERI GAGE**Company:** EIDEBAILLY**Phone:** 7757385134**Email:** TGAGE@EIDEBAILLY.COM

were equitable sharing expenditures included on the Schedule of Expenditures of Federal Awards (SEFA) for the jurisdiction's Single Audit for the prior fiscal year? If the jurisdiction did not meet the threshold to have a Single Audit performed, select Threshold Not Met.

YES ☒ NO ☐ THRESHOLD NOT MET ☐

Prior Year Single Audit Number Assigned by Federal Audit Clearinghouse: 2023-06-GSAFAC-0000016366

Affidavit

Under penalty of perjury, the undersigned officials certify that they have read and understand their obligations under the *Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies (Guide)* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. The undersigned officials certify that the information submitted on the Equitable Sharing Agreement and Certification form (ESAC) is an accurate accounting of funds received and spent by the Agency.

The undersigned certify that the Agency is in compliance with the applicable nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the Agency, and (3) the Agency's governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited funds, property, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By submitting this form, the Agency agrees that it will be bound by the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. Submission of the ESAC is a prerequisite to receiving any funds or property through the Equitable Sharing Program.

1. Submission. The ESAC must be signed and electronically submitted within two months of the end of the Agency's fiscal year. Electronic submission constitutes submission to the Department of Justice and the Department of the Treasury.

2. Signatories. The ESAC must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body head is the head of the agency that appropriates funding to the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, administrator, commissioner, and governor. The governing body head cannot be an official or employee of the Agency and must be from a separate entity.

3. Uses. Shared assets must be used for law enforcement purposes in accordance with the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations.

4. Transfers. Before the Agency transfers funds to other state or local law enforcement agencies, it must obtain written approval from the Department of Justice or Department of the Treasury. Transfers of tangible property are not permitted. Agencies that transfer or receive equitable sharing funds must perform sub-recipient monitoring in accordance with the Code of Federal Regulations.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury, funds from state and local forfeitures, joint law enforcement operations funds, and any other sources must not be commingled with federal equitable sharing funds.

The Agency certifies that equitable sharing funds are maintained by its jurisdiction and the funds are administered in the same manner as the jurisdiction's appropriated or general funds. The Agency further certifies that the funds are subject to the standard accounting requirements and practices employed by the Agency's jurisdiction in accordance with the requirements set forth in the *Guide*, any subsequent updates, and the Code of Federal Regulations, including the requirement to maintain relevant documents and records for five years.

The misuse or misapplication of equitably shared funds or assets or supplantation of existing resources with shared funds or assets is prohibited. The Agency must follow its jurisdiction's procurement policies when expending equitably shared funds. Failure to comply with any provision of the *Guide*, any subsequent updates, and the Code of Federal Regulations may subject the Agency to sanctions.

6. Single Audit Report and Other Reviews. Audits shall be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards. The Agency must report its equitable sharing expenditures on the jurisdiction's Schedule of Expenditures of Federal Awards (SEFA) under Assistance Listing Number 16.922 for Department of Justice and 21.016 for Department of the Treasury. The

7. Freedom of Information Act (FOIA). Information provided in this Document is subject to the FOIA requirements of the Department of Justice and the Department of the Treasury. Agencies must follow local release of information policies.

8. Waste, Fraud, or Abuse. An Agency or governing body is required to immediately notify the Department of Justice's Money Laundering and Asset Recovery Section and the Department of the Treasury's Executive Office for Asset Forfeiture of any allegations or theft, fraud, waste, or abuse involving federal equitable sharing funds.

Civil Rights Cases

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

☐ Yes ☒ No

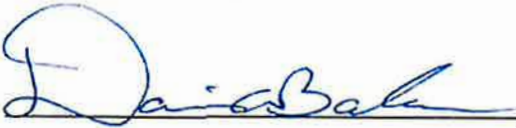
Agency Head

Name: Balaam, Darin

Title: Sheriff

Email: dbalaam@washoecounty.us

Signature: _____



Date: _____

8/27/24

To the best of my knowledge and belief, the information provided on this ESAC is true and accurate and has been reviewed and authorized by the Law Enforcement Agency Head whose name appears above. Entry of the Agency Head name above indicates his/her agreement to abide by the Guide, any subsequent updates, and the Code of Federal Regulations, including ensuring permissibility of expenditures and following all required procurement policies and procedures.

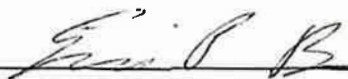
Governing Body Head

Name: Brown, Eric P

Title: County Manager

Email: epricebrown@washoecounty.gov

Signature: _____



Date: _____

8/28/2024

To the best of my knowledge and belief, the Agency's current fiscal year budget reported on this ESAC is true and accurate and the Governing Body Head whose name appears above certifies that the agency's budget has not been supplanted as a result of receiving equitable sharing funds. Entry of the Governing Body Head name above indicates his/her agreement to abide by the policies and procedures set forth in the Guide, any subsequent updates, and the Code of Federal Regulations.

☐ I certify that I have obtained approval from and I am authorized to submit this form on behalf of the Agency Head and the Governing Body Head.