



City of Las Cruces[®]

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 3Ordinance/Resolution# 16-229For Meeting of _____
(Ordinance First Reading Date)For Meeting of June 6, 2016
(Adoption Date)

Please check box that applies to this item:

 QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF THE SOUTHWEST BORDER HIGH INTENSITY DRUG TRAFFICKING AREAS (HIDTA) PROGRAM - NEW MEXICO, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$1,590,104.00 FOR GRANT AWARD NUMBER G16SN0006A FROM THE EXECUTIVE OFFICE OF THE PRESIDENT, OFFICE OF NATIONAL DRUG CONTROL POLICY, TO RATIFY THE MAYOR'S SIGNATURE ON THE GRANT AGREEMENT AND TO ADJUST THE FY 2016 BUDGET.

PURPOSE(S) OF ACTION:

Accept grant funding and adjust FY16 budget.

COUNCIL DISTRICT: N/A		
<u>Drafter/Staff Contact:</u> Michelle K. Belone	<u>Department/Section:</u> Financial Services / Grants Administration	<u>Phone:</u> 541-2716
<u>City Manager Signature:</u>		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

On March 16, 2016, the City of Las Cruces (City) was notified by the HIDTA Program – New Mexico that the Executive Office of the President, Office of National Drug Control Policy, awarded HIDTA a Federal grant in the amount of \$1,590,104.00, under grant number G16SN0006A. The City acts as fiscal agent on behalf of HIDTA for the grant award. Grant funds are expressly used to support the Regional Interagency Drug Task Force and the Warren Reese Southern New Mexico High Intensity Drug Trafficking Area Law Enforcement Center for various initiatives as prescribed under the program.

The City did not anticipate receiving these funds when the current fiscal year budget was adopted in May of 2015. The purpose of this Resolution is to obtain City Council approval to accept the grant funding, to ratify the Mayor's signature on the grant agreement, and to authorize an adjustment to the FY2016 budget.

(Continue on additional sheets as required)

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Letter dated March 7, 2016 from the Executive Office of the President, Office of National Drug Control Policy.
3. Exhibit "B", Grant Agreement for Award Number G16SN0006A.
4. Exhibit "C", Budget Adjustment.

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input type="checkbox"/>	See fund summary below
	No	<input checked="" type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____.
		<input checked="" type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the Fund.
Does this action create any revenue?	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>7422 and 7492</u> in the amount of <u>\$1,590,104.00</u> for FY16.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

Grant funding is budgeted in Fund 7422 & 7492: Metro HIDTA and CLC HIDTA under project number 13016. Funds are drawn-down as needed by Metro HIDTA and CLC HIDTA for expenses related to overtime, general supplies, lease payments, travel, various services, and classified expenditures.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Metro HIDTA CLC HIDTA	Various	\$1,590,104	\$1,590,104*	\$0.00	Expensed per grant program by HIDTA.

*Upon approved budget adjustment.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will accept the grant agreement, ratify the Mayor's signature and adjust the FY 2016 budget.
2. Vote "No"; this is not an option as the City acts as fiscal agent for the grant.
3. Vote to "Amend"; this is not an option as grant funding is specific to approved initiatives as stipulated under the grant agreement between the Executive Office of the President, Office of National Drug Control Policy and the HIDTA Program – New Mexico.
4. Vote to "Table"; this is not an option as the grant award is constrained by a specific period of performance.

REFERENCE INFORMATION:

N/A



City of Las Cruces®

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COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of June 6, 2016
(Adoption Date)

TITLE:

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF THE SOUTHWEST BORDER HIGH INTENSITY DRUG TRAFFICKING AREAS (HIDTA) PROGRAM - NEW MEXICO, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$1,590,104.00 FOR GRANT AWARD NUMBER G16SN0006A FROM THE EXECUTIVE OFFICE OF THE PRESIDENT, OFFICE OF NATIONAL DRUG CONTROL POLICY, TO RATIFY THE MAYOR'S SIGNATURE ON THE GRANT AGREEMENT AND TO ADJUST THE FY 2016 BUDGET.

Purchasing Manager's Request to Contract (PMRC) {Required?} Yes No

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact	<i>[Signature]</i>	541-2716	4.27.16
Department Director	<i>[Signature]</i>	541-2080	5.2.16
Other	<i>[Signature]</i>	508-4000	5/3/16
Assistant City Manager /CAO Management & Budget Manager	<i>S. Loran</i>	541-2031	5/4/16
	for <i>D. Dollahan</i>	541-2107	5-4-2016
Assistant City Manager/COO	<i>[Signature]</i> for <i>D. Ariza</i>	541-2271	5-13-16
City Attorney	<i>[Signature]</i>	EXT 2128	18 May 2016
City Clerk	<i>[Signature]</i>	x2115	5-19-16

RESOLUTION NO. 16-229

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF THE SOUTHWEST BORDER HIGH INTENSITY DRUG TRAFFICKING AREAS (HIDTA) PROGRAM - NEW MEXICO, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$1,590,104.00 FOR GRANT AWARD NUMBER G16SN0006A FROM THE EXECUTIVE OFFICE OF THE PRESIDENT, OFFICE OF NATIONAL DRUG CONTROL POLICY, TO RATIFY THE MAYOR'S SIGNATURE ON THE GRANT AGREEMENT AND TO ADJUST THE FY 2016 BUDGET.

The City Council is informed that:

WHEREAS, on March 16, 2016, the City of Las Cruces (City) was informed that the Executive Office of the President, Office of National Drug Control Policy awarded a federal grant to the HIDTA under grant number G16SN0006A, in the amount of \$1,590,104.00; and

WHEREAS, the grant funds are expressly used to support the Regional Interagency Drug Task Force and the Warren Reese Southern New Mexico High Intensity Drug Trafficking Area Law Enforcement Center; and

WHEREAS, the City acts as fiscal agent for the HIDTA Program.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT the City is approved to accept the federal grant award in the amount of \$1,590,104.00, on behalf of the HIDTA Program from the Executive Office of the President, Office of National Drug Control Policy under grant number G16SN0006A as outlined in Exhibit "A", attached hereto and made part of this resolution.

(II)

THAT the Mayor's signature is hereby ratified on the grant agreement, attached hereto as Exhibit "B", and made part of this resolution.

(III)

THAT the FY 2016 budget is hereby adjusted as outlined in Exhibit "C", Budget Adjustment, attached hereto and made part of this resolution.

(IV)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this _____ day of _____, 20_____.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

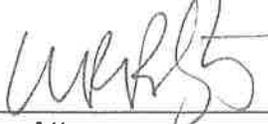
Moved by: _____

Seconded by: _____

VOTE:

- Mayor Miyagishima: _____
- Councillor Gandara: _____
- Councillor Smith: _____
- Councillor Pedroza: _____
- Councillor Eakman: _____
- Councillor Sorg: _____
- Councillor Levatino: _____

APPROVED AS TO FORM:



City Attorney



March 7, 2016

Mayor Ken Miyagishima
City of Las Cruces
700 N. Main St.
Las Cruces, NM 88001-1120

Dear Mayor Miyagishima:

We are pleased to inform you that your request for funding from the High Intensity Drug Trafficking Areas (HIDTA) Program has been approved, and a grant (Grant Number G16SN0006A) has been awarded in the amount of \$1,590,104.00. This grant will support initiatives designed to implement the Strategy proposed by the Executive Board of the SWB - New Mexico HIDTA and approved by the Office of National Drug Control Policy (ONDCP).

The original Grant Agreement, including certain Special Conditions, is enclosed. By accepting this grant, you assume the administrative and financial responsibilities outlined in the enclosed Grant Conditions, including the timely submission of all financial and programmatic reports, the resolution of audit findings, and the maintenance of a minimum level of cash-on-hand. Should your organization not adhere to these terms and conditions, ONDCP may terminate the grant for cause or take other administrative action.

If you accept this award, please sign both the Grant Agreement and the Grant Conditions and return a copy to:

Finance Unit
National HIDTA Assistance Center
11200 NW 20th Street, Suite 100
Miami, FL 33172
(305) 715-7600
Or via email to your respective NHAC accountant.

Please keep the original copy of the Grant Agreement and Grant Conditions for your file. If you have any questions pertaining to this grant award, please contact me at (202) 395-4868.

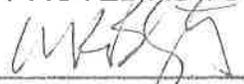
Sincerely,

A handwritten signature in cursive script that reads "Michael K. Gottlieb".

Michael K. Gottlieb
National HIDTA Director

Executive Office of the President Office of National Drug Control Policy		Grant Agreement	
1. Recipient Name and Address City of Las Cruces 700 N. Main St. Las Cruces, NM 88001-1120		4. Award Number (FAIN): G16SN0006A	
		5. Period of Performance: From 01/01/2016 to 12/31/2017	
2. Total Amount of the Federal Funds Obligated: \$1,590,104.00		6. Federal Award Date: March 7, 2016	7. Action: Initial
2A. Budget Approved by the Federal Awarding Agency \$1,590,104.00		8. Supplement Number	
3. CFDA Name and Number: <i>High Intensity Drug Trafficking Areas Program - 95.001</i>		9. Previous Award Amount:	
3A. Project Title <i>High Intensity Drug Trafficking Areas (HIDTA) Program</i>		10. Amount of Federal Funds Obligated by this Action: \$1,590,104.00	
		11. Total Amount of Federal Award: \$1,590,104.00	
12. This Grant is non-R&D and approved subject to such conditions or limitations as are set forth on the attached seven pages.			
13. Statutory Authority for Grant: <i>Public Law 114-113</i>			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb National HIDTA Director Office of National Drug Control Policy		15. Typed Name and Title of Authorized Official Mayor Ken Miyagishima City of Las Cruces	
16. Signature of Approving ONDCP Official <i>Michael K. Gottlieb</i>		17. Signature of Authorized Recipient/Date  3/24/2016	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 077609279 EIN: 1856000147A2		19. HIDTA AWARD <i>OND1070DB1617XX OND6113</i> <i>OND2000000000 OC 410001</i>	

APPROVED AS TO FORM:


 City Attorney

GRANT CONDITIONS

A. General Terms and Conditions

1. This award is subject to The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200 (the “Part 200 Uniform Requirements”), as adopted and implemented by the Office of National Drug Control Policy (ONDCP) in 2 C.F.R. Part 3603. For this 2016 award, the Part 200 Uniform Requirements supersede, among other things, the provisions of 28 C.F.R. Parts 66 and 70, as well as those of 2 C.F.R. Parts 215, 220, 225, and 230.

For more information on the Part 200 Uniform Requirements, see <https://cfo.gov/cofar/>. For specific, award-related questions, recipients should contact ONDCP promptly for clarification.

2. This award is subject to the following additional regulations and requirements:
 - 28 CFR Part 69 – “New Restrictions on Lobbying”
 - 2 CFR Part 25 – “Universal Identifier and System of Award Management”
 - Conflict of Interest and Mandatory Disclosure Requirements, set out in paragraph 7 of these terms and conditions
 - Non-profit Certifications (when applicable)
3. Audits conducted pursuant to 2 CFR Part 200, Subpart F, “Audit Requirements” must be submitted no later than 9 months after the close of the grantee’s audited fiscal year to the Federal Audit Clearinghouse at <https://harvester.census.gov/facweb/>.
4. Recipients are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Federal Financial Report is required to be submitted quarterly and within 90 days after the grant is closed out.
5. The recipient gives ONDCP 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.
6. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the grantee, its fiscal agent (s), employees, contractors, as well as state, local, and Federal 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.
7. These general terms and conditions as well as archives of previous versions of the general terms and conditions are available online at www.whitehouse.gov/ondcp/grants.
8. Conflict of Interest and Mandatory Disclosures

A. Conflict of Interest Requirements

As a non-Federal entity, you must follow ONDCP's conflict of interest policies for Federal awards. Recipients must disclose in writing any potential conflict of interest to an ONDCP Program Officer; recipients that are pass-through entities must require disclosure from subrecipients or contractors. This disclosure must take place immediately whether you are an applicant or have an active ONDCP award.

The ONDCP conflict of interest policies apply to sub-awards as well as contracts, and are as follows:

- i. As a non-Federal entity, you must maintain written standards of conduct covering conflicts of interest and governing the performance of your employees engaged in the selection, award, and administration of subawards and contracts.
- ii. None of your employees may participate in the selection, award, or administration of a subaward or contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an organization considered for a sub-award or contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from subrecipients or contractors or parties to subawards or contracts.
- iii. If you have a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, you must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, you are unable or appear to be unable to be impartial in conducting a sub-award or procurement action involving a related organization.

B. Mandatory Disclosure Requirement

As a non-Federal entity, you must disclose, in a timely manner, in writing to ONDCP all violations of Federal criminal law involving fraud, bribery or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award that includes the term and condition outlined in 200 CFR Part 200, Appendix XII "Award Term and Condition for Recipient Integrity and Performance Matters," are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in remedies such as: temporary withholding of payments pending correction of the deficiency, disallowance of all or part of the costs associated with noncompliance, suspension, termination of award, debarment, or other legally available remedies outlined in 2 CFR 200.338 "Remedies for Noncompliance".

9. FFATA / DATA Act Compliance. Each applicant is required to (i) Be registered in the System for Award Management (SAM) before submitting its application; (ii) provide a valid DUNS number in its application; (iii) continue to maintain an active SAM registration with current information at all times during which it has an active Federal award; and (iv) provide all relevant grantee information required for ONDCP to collect for reporting related to FFATA and DATA Act requirements.
10. Subawards are authorized under this grant award. Subawards must be monitored by the award recipient as outlined in 2 CFR 200.331.

11. Recipients must comply with the Government-wide Suspension and Debarment provision set forth at 2 CFR Part 180.
12. As specified in the HIDTA Program Policy and Budget Guidance, recipient must:
 - a) Establish and maintain effective internal controls over the Federal award that provides reasonable assurance that Federal award funds are managed in compliance with Federal statutes, regulations and award terms and conditions. These internal controls should be in compliance with the guidance in “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
 - b) Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
 - c) Evaluate and monitor compliance with applicable statute and regulations, and the terms and conditions of the Federal award.
 - d) Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
 - e) Take reasonable measures to safeguard protected personally identified information (PII) and other information ONDCP or the recipient designates consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.

B. Recipient Integrity and Performance Matters

Reporting of Matters Related to Recipient Integrity and Performance

1. General Reporting Requirement

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain and report current information to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition (below). This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

2. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

- a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
- b. Reached its final disposition during the most recent 5 year period; and
- c. Is one of the following:

- (1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition (below);
- (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
- (3) An administrative proceeding, as defined in paragraph 5 of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
- (4) Any other criminal, civil, or administrative proceeding if:
 - (i) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;
 - (ii) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - (iii) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

3. Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2 of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

4. Reporting Frequency

During any period of time when you are subject to the requirement in paragraph 1 of this award term and condition, you must report proceedings information through SAM for the most recent 5 year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

5. Definitions

For purposes of this award term and condition:

- a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes—
 - (1) Only the Federal share of the funding under any Federal award with a recipient cost share or match; and

(2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

C. Program Specific Terms and Conditions

The following special conditions are incorporated into each award document.

1. This grant is awarded for above program. 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 of the HIDTA Program Policy and Budget Guidance.
6. Property acquired with these HIDTA grant funds is to be used for activities of the SWB - New Mexico 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.
7. 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.

D. Federal Award Performance Goals

1. All entities that receive funds from this award are responsible for achieving performance goals established in the HIDTA Performance Management Process (PMP) and approved by the HIDTA's Executive Board and ONDCP.
2. All entities that receive funds from this award must report progress in achieving performance goals at least quarterly using the PMP.

See also Section A. 4 regarding Federal Financial Reports.

E. Payment Basis

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system (www.dpm.psc.gov).
2. The grantee, must utilize the object classes specified within the initial grant application each time they submit a disbursement request to ONDCP. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered using the corresponding object class designations. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be Federal Deposit Insurance Corporation (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 and Education Assistance Act (25 U.S.C. 450), awardees and sub-awardees shall promptly, but at least annually, remit interest earned on advances to HHS/DPM using the remittance instructions provided below.

Remittance Instructions - Remittances must include pertinent information of the payee and nature of payment in the memo area (often referred to as “addenda records” by Financial Institutions) as that will assist in the timely posting of interest earned on Federal funds. Pertinent details include the Payee Account Number (PAN), reason for check (remittance of interest earned on advance payments), check number (if applicable), awardee name, award number, interest period covered, and contact name and number. The remittance must be submitted as follows:

Through an electronic medium using either Automated Clearing House (ACH) network or a Fedwire Funds Service payment.

(i) For ACH Returns:

Routing Number: 051036706

Account number: 303000

Bank Name and Location: Credit Gateway—ACH Receiver St. Paul, MN

(ii) For Fedwire Returns*:

Routing Number: 021030004

Account number: 75010501

Bank Name and Location: Federal Reserve Bank Treas NYC/Funds Transfer
Division New York, NY

(* Please note organization initiating payment is likely to incur a charge from your Financial Institution for this type of payment)

For recipients that do not have electronic remittance capability, please make check** payable to: “The Department of Health and Human Services.”

Mail Check to Treasury approved lockbox:

HHS Program Support Center, P.O. Box 530231, Atlanta, GA 30353-0231

(** Please allow 4-6 weeks for processing of a payment by check to be applied to the appropriate PMS account)

Any additional information/instructions may be found on the PMS Web site at <http://www.dpm.psc.gov/>.

4. The grantee or subgrantee may keep interest amounts up to \$500 per year for administrative purposes.

RECIPIENT ACCEPTANCE OF GRANT CONDITIONS

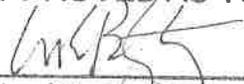
Organization: City of Las Cruces

Signature:  _____

Name: Ken Miyagishima

Date: 3/28/2016

APPROVED AS TO FORM:



City Attorney

Initiative Cash by HIDTA

FY 2016

Awarded Budget (as approved by ONDCP)

HIDTA	Agency Name	Initiative	Cash	Type	Grant
SWB - New Mexico	City of Las Cruces	Fugitive/Violent Offender Task Force	9,860.00	Investigation	G16SN0006A
		Management and Coordination	353,215.00	Administration	G16SN0006A
		NM Forensic Laboratories	58,060.00	Support	G16SN0006A
		NM HIDTA Information Technology	136,143.00	Support	G16SN0006A
		NM HIDTA Training	37,357.00	Support	G16SN0006A
		NM Investigative Support Center	229,896.00	Intelligence	G16SN0006A
		Operation Up the Ladder	414,169.00	Prosecution	G16SN0006A
		Regional Interagency Drug Task Force	351,404.00	Interdiction	G16SN0006A
		Agency Total : City of Las Cruces	1,590,104.00		

Total

1,590,104.00

Budget Detail

2016 - SWB - New Mexico

Initiative - Fugitive/Violent Offender Task Force

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - City of Las Cruces

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,590,104.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	6	\$6,784.00
Total Overtime		\$6,784.00
Total Budget		\$6,784.00

Budget Detail

2016 - SWB - New Mexico

Initiative - Fugitive/Violent Offender Task Force

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - Dona Ana County

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,590,104.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	2	\$3,076.00
Total Overtime		\$3,076.00
Total Budget		\$3,076.00

Budget Detail

2016 - SWB - New Mexico

Initiative - Management and Coordination

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - City of Las Cruces

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,590,104.00
Personnel	Quantity	Amount
Administrative Staff	1	\$49,067.00
Financial Manager	1	\$91,814.00
Total Personnel		\$140,881.00
Fringe	Quantity	Amount
Administrative staff	1	\$15,348.00
Financial Manager	1	\$30,249.00
Total Fringe		\$45,597.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer		\$50,000.00
Total Overtime		\$50,000.00
Facilities	Quantity	Amount
Lease	1	\$69,672.00
Total Facilities		\$69,672.00
Services	Quantity	Amount
Communications - mobile phones & pagers		\$7,200.00
Communications - office phones		\$480.00
Equipment rentals		\$17,280.00
Insurance		\$4,245.00
Insurance - Director's liability		\$2,800.00
Service contracts		\$2,160.00
Shipping & postage		\$780.00
Total Services		\$34,945.00
Supplies	Quantity	Amount
Investigative/Operational		\$9,720.00
Office		\$2,400.00
Total Supplies		\$12,120.00
Total Budget		\$353,215.00

Budget Detail

2016 - SWB - New Mexico

Initiative - NM Forensic Laboratories

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - New Mexico Department of Public Safety

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,590,104.00
Facilities	Quantity	Amount
Lease	1	\$58,060.00
Total Facilities		\$58,060.00
Total Budget		\$58,060.00

Budget Detail

2016 - SWB - New Mexico

Initiative - NM HIDTA Information Technology

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - City of Las Cruces

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,590,104.00
Travel	Quantity	Amount
Administrative		\$5,000.00
Training		\$3,500.00
Total Travel		\$8,500.00
Services	Quantity	Amount
Communications - data lines		\$12,000.00
Communications - office phones		\$30,600.00
Service contracts		\$12,000.00
Software - maintenance		\$35,443.00
Subscriptions - database		\$15,600.00
Training		\$6,000.00
Total Services		\$111,643.00
Supplies	Quantity	Amount
Computers - networking devices		\$10,000.00
Office		\$6,000.00
Total Supplies		\$16,000.00
Total Budget		\$136,143.00

Budget Detail

2016 - SWB - New Mexico

Initiative - NM HIDTA Training

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - City of Las Cruces

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)			\$1,590,104.00
Travel	Quantity	Amount	
Training		\$4,000.00	
Total Travel		\$4,000.00	
Services	Quantity	Amount	
Printing & document support		\$3,000.00	
Training		\$28,557.00	
Total Services		\$31,557.00	
Supplies	Quantity	Amount	
Office		\$1,800.00	
Total Supplies		\$1,800.00	
Total Budget		\$37,357.00	

Budget Detail

2016 - SWB - New Mexico

Initiative - NM Investigative Support Center

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - City of Las Cruces

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,590,104.00
Travel	Quantity	Amount
Administrative		\$10,000.00
Investigative/Operational		\$10,000.00
Training		\$10,000.00
Total Travel		\$30,000.00
Facilities	Quantity	Amount
Lease	1	\$130,055.00
Total Facilities		\$130,055.00
Services	Quantity	Amount
Communications - mobile phones & pagers		\$16,800.00
Equipment rentals		\$18,000.00
Insurance		\$6,300.00
Service contracts		\$10,000.00
Shipping & postage		\$600.00
Training		\$3,741.00
Total Services		\$55,441.00
Supplies	Quantity	Amount
Investigative/Operational		\$8,400.00
Office		\$6,000.00
Total Supplies		\$14,400.00
Total Budget		\$229,896.00

Budget Detail

2016 - SWB - New Mexico

Initiative - Operation Up the Ladder

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - City of Las Cruces

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)			\$1,590,104.00
Personnel	Quantity	Amount	
Administrative Staff	3	\$130,596.00	
Attorney	2	\$133,000.00	
Paralegal & Support	1	\$73,444.00	
Total Personnel		\$337,040.00	
Fringe	Quantity	Amount	
Administrative staff	3	\$29,131.00	
Attorney	2	\$31,138.00	
Paralegal & support	1	\$16,860.00	
Total Fringe		\$77,129.00	
Total Budget		\$414,169.00	

Budget Detail

2016 - SWB - New Mexico

Initiative - Regional Interagency Drug Task Force

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - City of Las Cruces

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,590,104.00
Personnel	Quantity	Amount
Administrative Staff	1	\$25,471.00
Financial Staff	1	\$30,220.00
Total Personnel		\$55,691.00
Fringe	Quantity	Amount
Administrative staff	1	\$12,532.00
Financial staff	1	\$12,865.00
Total Fringe		\$25,397.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	6	\$23,900.00
Total Overtime		\$23,900.00
Travel	Quantity	Amount
Administrative		\$365.00
Investigative/Operational		\$365.00
Training		\$500.00
Total Travel		\$1,230.00
Facilities	Quantity	Amount
Lease	1	\$167,212.00
Total Facilities		\$167,212.00
Services	Quantity	Amount
Training		\$500.00
Total Services		\$500.00
Supplies	Quantity	Amount
Investigative/Operational		\$4,100.00
Office		\$1,007.00
Total Supplies		\$5,107.00
Other	Quantity	Amount
PE/PI/PS		\$30,000.00
Total Other		\$30,000.00
Total Budget		\$309,037.00

Budget Detail

2016 - SWB - New Mexico

Initiative - Regional Interagency Drug Task Force

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - Dona Ana County

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,590,104.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	4	\$23,900.00
Total Overtime		\$23,900.00
Total Budget		\$23,900.00

Budget Detail

2016 - SWB - New Mexico

Initiative - Regional Interagency Drug Task Force

Award Recipient - City of Las Cruces (G16SN0006A)

Resource Recipient - New Mexico State Police

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)			\$1,590,104.00
Overtime	Quantity	Amount	
Investigative - Law Enforcement Officer	4	\$9,501.00	
Total Overtime		\$9,501.00	
Travel	Quantity	Amount	
Administrative		\$453.00	
Training		\$453.00	
Total Travel		\$906.00	
Services	Quantity	Amount	
Communications - mobile phones & pagers		\$7,200.00	
Communications - office phones		\$360.00	
Training		\$500.00	
Total Services		\$8,060.00	
Total Budget		\$18,467.00	

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input style="width: 100%;" type="text"/> * Other (Specify): <input style="width: 100%;" type="text"/>
* 3. Date Received: <input style="width: 100%;" type="text"/>	4. Applicant Identifier: <input style="width: 100%;" type="text"/>	
5a. Federal Entity Identifier: <input style="width: 100%; text-align: center;" type="text" value="N/A"/>	5b. Federal Award Identifier: <input style="width: 100%;" type="text"/>	
State Use Only:		
6. Date Received by State: <input style="width: 100%;" type="text"/>	7. State Application Identifier: <input style="width: 100%;" type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input style="width: 100%;" type="text" value="CITY OF LAS CRUCES"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input style="width: 100%;" type="text" value="1856000147A2"/>	* c. Organizational DUNS: <input style="width: 100%;" type="text" value="0776092790000"/>	
d. Address:		
* Street1: <input style="width: 100%;" type="text" value="700 NORTH MAIN ST."/>	Street2: <input style="width: 100%;" type="text"/>	
* City: <input style="width: 100%;" type="text" value="LAS CRUCES"/>	County/Parish: <input style="width: 100%;" type="text"/>	
* State: <input style="width: 100%;" type="text" value="NM: New Mexico"/>	Province: <input style="width: 100%;" type="text"/>	
* Country: <input style="width: 100%;" type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input style="width: 100%;" type="text" value="88001-1120"/>	
e. Organizational Unit:		
Department Name: <input style="width: 100%;" type="text"/>	Division Name: <input style="width: 100%;" type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input style="width: 100%;" type="text"/>	* First Name: <input style="width: 100%;" type="text" value="KEN"/>	
Middle Name: <input style="width: 100%;" type="text"/>		
* Last Name: <input style="width: 100%;" type="text" value="MIYAGISHIMA"/>		
Suffix: <input style="width: 100%;" type="text"/>		
Title: <input style="width: 100%;" type="text" value="MAYOR"/>		
Organizational Affiliation: <input style="width: 100%;" type="text"/>		
* Telephone Number: <input style="width: 100%;" type="text"/>	Fax Number: <input style="width: 100%;" type="text"/>	
* Email: <input style="width: 100%;" type="text"/>		

Application for Federal Assistance SF-424

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

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

* Title:

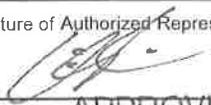
13. Competition Identification Number:

Title:

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

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

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="NM-002"/>	* b. Program/Project: <input type="text"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date: <input type="text" value="01/01/2016"/>	* b. End Date: <input type="text" value="12/31/2017"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="1,590,104.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="1,590,104.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
<small>** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.</small>	
Authorized Representative:	
Prefix: <input type="text"/>	* First Name: <input type="text" value="KEN"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="MIYAGISHIMA"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="MAYOR"/>	
* Telephone Number: <input type="text"/>	Fax Number: <input type="text"/>
* Email: <input type="text"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="3/24/2016"/>

APPROVED AS TO FORM:

Handwritten initials

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.

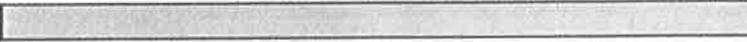
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

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:

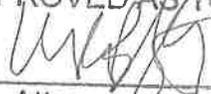
1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give 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.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL KEN MIYAGISHIMA  3/24/2016	TITLE MAYOR
APPLICANT ORGANIZATION 	DATE SUBMITTED 

Standard Form 424B (Rev. 7-97) Back

APPROVED AS TO FORM:


 City Attorney

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
2. Land, structures, rights-of-way, appraisals, etc.	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
3. Relocation expenses and payments	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
4. Architectural and engineering fees	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
5. Other architectural and engineering fees	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
6. Project inspection fees	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
7. Site work	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
8. Demolition and removal	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9. Construction	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
10. Equipment	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
11. Miscellaneous	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
12. SUBTOTAL (sum of lines 1-11)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
13. Contingencies	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
14. SUBTOTAL	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
15. Project (program) income	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
FEDERAL FUNDING			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.	Enter eligible costs from line 16c	Multiply X <input type="text"/> %	\$ <input type="text"/>

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 06/30/2014

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 (0348-0042), 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 assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

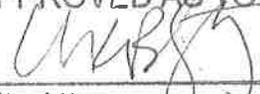
As the duly authorized representative of the applicant, I certify that the applicant:

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 costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. 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.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of 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).
9. 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.
10. Will comply with all Federal statutes relating to non-discrimination. 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.

11. 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 and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the 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.
13. 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.
14. Will comply 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.
15. 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).
16. 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.
17. 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).
18. 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."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
KEN MIYAGISHIMA  3/24/2018	MAYOR
APPLICANT ORGANIZATION	DATE SUBMITTED

SF-424D (Rev. 7-97) Back

APPROVED AS TO FORM:


 City Attorney

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. HIDTA	95.001	\$	\$	\$ 1,590,104.00	\$	\$ 1,590,104.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 1,590,104.00	\$	\$ 1,590,104.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) HIDTA	(2)	(3)	(4)	
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual					
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)					\$
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$	\$	\$	\$	\$
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. <small>HIDTA</small>	\$	\$	\$	\$	\$
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$	\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS				
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$	\$	\$	\$
14. Non-Federal	\$			
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. <small>HIDTA</small>	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	
22. Indirect Charges:	
23. Remarks:	

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) 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 an 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.

(2) If any funds other than Federal appropriated funds have 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 this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

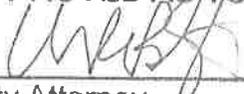
Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have 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 this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
CITY OF LAS CRUCES	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input type="text"/>	* First Name: <input type="text" value="KEN"/> Middle Name: <input type="text"/>
* Last Name: <input type="text" value="MIYAGISHIMA"/>	Suffix: <input type="text"/>
* Title: <input type="text" value="MAYOR"/>	
* SIGNATURE: 	* DATE: <input type="text" value="3/24/2016"/>

APPROVED AS TO FORM:



 City Attorney

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: <input type="text" value="CITY OF LAS CRUCES"/> * Street 1: <input type="text" value="700 N. MAIN ST."/> Street 2: <input type="text"/> * City: <input type="text" value="LAS CRUCES"/> State: <input type="text" value="NEW MEXICO"/> Zip: <input type="text" value="88001-1120"/> Congressional District, if known: <input type="text"/>		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: <div style="border: 1px solid black; height: 100px;"></div>		
6. * Federal Department/Agency: <input type="text" value="ONDCP"/>	7. * Federal Program Name/Description: <input type="text"/> CFDA Number, if applicable: <input type="text"/>	
8. Federal Action Number, if known: <input type="text" value="G16SN0006A"/>	9. Award Amount, if known: \$ <input type="text" value="1,590,104.00"/>	
10. a. Name and Address of Lobbying Registrant: Prefix: <input type="text"/> * First Name: <input type="text" value="NONE"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="NONE"/> Suffix: <input type="text"/> * Street 1: <input type="text"/> Street 2: <input type="text"/> * City: <input type="text"/> State: <input type="text"/> Zip: <input type="text"/>		
b. Individual Performing Services (including address if different from No. 10a) Prefix: <input type="text"/> * First Name: <input type="text" value="NONE"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="NONE"/> Suffix: <input type="text"/> * Street 1: <input type="text"/> Street 2: <input type="text"/> * City: <input type="text"/> State: <input type="text"/> Zip: <input type="text"/>		
11. 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 the transaction was made or entered into. This disclosure is required 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 penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
* Signature: <input type="text" value="Completed on submission to Grants.gov"/>		
* Name: Prefix: <input type="text"/> * First Name: <input type="text" value="KEN"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="MIYAGISHIMA"/> Suffix: <input type="text"/>		
Title: <input type="text" value="MAYOR"/> Telephone No.: <input type="text"/> Date: <input type="text" value="Completed on submission to Grants.gov"/>		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

CITY OF LAS CRUCES

Fund Summary

EXHIBIT "C"

Fund: 7422
DFA: 700

Fund Name: METRO NARCOTICS HIDTA GRANTS
DFA Name: Trust and Agency Funds

	2015-16 Budget			%
	Adopted	Adjustment	Amended	Inc. / Dec.
Beginning Balance	\$ 0	0	0	0.00%
Resources				
Revenue	\$ 632,259	619,051	1,251,310	97.91%
Proceeds	0	0	0	0.00%
Transfers In	0	0	0	0.00%
Total Resources	\$ 632,259	619,051	1,251,310	97.91%
Expenditures				
Salaries & Benefits	\$ 0	0	0	0.00%
Operating Costs	0	0	0	0.00%
Capital Outlay	0	0	0	0.00%
Debt Service	0	0	0	0.00%
Grant / Projects	632,259	619,051	1,251,310	97.91%
Transfers Out	0	0	0	0.00%
Total Expenditures	\$ 632,259	619,051	1,251,310	97.91%
Ending Balance	\$ 0	0	0	0.00%

Fund: 7492
DFA: 700

Fund Name: CLC-HIDTA GRANT
DFA Name: Trust and Agency Funds

	2015-16 Budget			%
	Adopted	Adjustment	Amended	Inc. / Dec.
Beginning Balance	\$ 0	0	0	0.00%
Resources				
Revenue	\$ 979,413	971,053	1,950,466	99.15%
Proceeds	0	0	0	0.00%
Transfers In	0	0	0	0.00%
Total Resources	\$ 979,413	971,053	1,950,466	99.15%
Expenditures				
Salaries & Benefits	\$ 0	0	0	0.00%
Operating Costs	0	0	0	0.00%
Capital Outlay	0	0	0	0.00%
Debt Service	0	0	0	0.00%
Grant / Projects	979,413	971,053	1,950,466	99.15%
Transfers Out	0	0	0	0.00%
Total Expenditures	\$ 979,413	971,053	1,950,466	99.15%
Ending Balance	\$ 0	0	0	0.00%

BUDGET ADJUSTMENT REQUEST (BAR)

<u>Department and Section</u> Metro/HIDTA	71 <u>Permanent or Temporary</u>	<u>Council/Board Resolution No.</u>
	Temporary	

Justification for Request

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF THE SOUTHWEST BORDER HIGH INTENSITY DRUG TRAFFICKING AREAS (HIDTA) PROGRAM - NEW MEXICO, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$1,590,104 FOR GRANT AWARD NUMBER G16SN0006A FROM THE EXECUTIVE OFFICE OF THE PRESIDENT, OFFICE OF NATIONAL DRUG CONTROL POLICY, TO RATIFY THE MAYOR'S SIGNATURE ON THE GRANT AGREEMENT AND TO ADJUST THE FISCAL YEAR 2016 BUDGET.

MUNIS Comment: TO ACCEPT FY16 GRANT AWARD

Veronica MacGregor	541-2022	FY 2016	5/4/2016
Prepared by	Phone No.	FY to be Adjusted	Date

Fund	Org	Object	Project	Object Name	Increase \$	Decrease \$
7422	74000090	551015	13016	OFFICE NATL DRUG CONTRL POLICY	619,051	
7492	74000200	551015	13016	OFFICE NATL DRUG CONTRL POLICY	283,543	
7492	74000220	551015	13016	OFFICE NATL DRUG CONTRL POLICY	136,143	
7492	74000240	551015	13016	OFFICE NATL DRUG CONTRL POLICY	37,357	
7492	74000260	551015	13016	OFFICE NATL DRUG CONTRL POLICY	99,841	
7492	74000280	551015	13016	OFFICE NATL DRUG CONTRL POLICY	414,169	
7422	74009110	610210	13016	SCHEDULED OVERTIME	67,161	
7422	74009110	723100	13016	BLDG OR LAND RENTALS	424,999	
7422	74009110	610102	13016	CLASSIFIED	55,691	
7422	74009110	620100	13016	PERA	25,397	
7422	74009110	724190	13016	TRAVEL GENERAL	2,136	
7422	74009110	724590	13016	TUITION DUES LICENSES GENERL	1,000	
7422	74009110	730110	13016	SUPPLIES GENERAL	5,107	
7422	74009110	722242	13016	SURVEILLANCE/INVESTIGATIONS	30,000	
7422	74009110	726350	13016	TELEPHONE CELL PHONES	7,560	
7492	74000210	610111	13016	CONTRACT EMPLOYEES	140,881	
7492	74000210	620100	13016	PERA	45,597	
7492	74000210	610210	13016	SCHEDULED OVERTIME	50,000	
7492	74000210	726350	13016	TELEPHONE CELL PHONES	7,680	
7492	74000210	722190	13016	PURCHASED SERVICES GENERAL	27,265	
7492	74000210	730110	13016	SUPPLIES GENERAL	12,120	
7492	74000230	724190	13016	TRAVEL GENERAL	8,500	
7492	74000230	726350	13016	TELEPHONE CELL PHONES	42,600	
7492	74000230	722190	13016	PURCHASED SERVICES GENERAL	63,043	
7492	74000230	724590	13016	TUITION DUES LICENSES GENERL	6,000	
7492	74000230	730110	13016	SUPPLIES GENERAL	16,000	
7492	74000250	724190	13016	TRAVEL GENERAL	4,000	
7492	74000250	722190	13016	PURCHASED SERVICES GENERAL	3,000	
7492	74000250	724590	13016	TUITION DUES LICENSES GENERL	28,557	
7492	74000250	730110	13016	SUPPLIES GENERAL	1,800	
7492	74000270	724190	13016	TRAVEL GENERAL	30,000	
7492	74000270	726350	13016	TELEPHONE CELL PHONES	16,800	
7492	74000270	722190	13016	PURCHASED SERVICES GENERAL	34,900	
7492	74000270	724590	13016	TUITION DUES LICENSES GENERL	3,741	
7492	74000270	730110	13016	SUPPLIES GENERAL	14,400	
7492	74000290	610111	13016	CONTRACT EMPLOYEES	337,040	

7492	74000290	620100	13016	PERA		77,129		
72						Totals	\$3,180,208	\$0
<i>By signing, I verify balances and accounts are available in MUNIS.</i>					<i>For use by Administration and Office of Mgmt & Budget</i>			
_____ Administrator / Manager					_____ Date			
_____ Director					_____ Date			
For use by Office of Mgmt & Budget <i>Revised 5/05/2015</i>					_____ Robert L. Garza, City Manager			
<u>Budget Adjustment Number</u>		<u>Posted By</u>		<u>Date</u>				
Period: JE#				_____ Budget and Grant Manager				
				_____ Date				