

Request for Budget Amendment

Date: March 30, 2010

Amendment # _____
Department Use

Department: Sheriff's Office

Amount of Requested Budget Amendment \$2240.00
Whole dollars only

Reason for budget amendment:

ASPEN Stop Grant has agreed to reimburse KCSO 80% for purchasing digital cameras and/or digital audio recorders and transcription equipment. (KCSO to match 20%).

Expenditures: Indicate by budget codes in detail the type of expenses that will be associated with this budget amendment request: (salaries, benefits, supplies, capital outlay, etc)

001.30.12.13.53569 (Minor misc equipment) \$2240.00

Revenue: Indicate by budget codes in detail the type of revenue that will be funding the above budget amendment request: (grants, fees, etc)

1.30.12.13.333.16588 Aspen Stop Grant \$2240.00 (Grant #10-010)

Authorized Signature _____



Approved by Board of County Commissioners: _____

Date 5/4/10



Date scheduled for amendment: _____
(To be completed by Auditor)



GENE DANA, SHERIFF
KITTITAS COUNTY SHERIFF'S OFFICE

307 W. Umptanum Rd ♦ Ellensburg, WA 98926
(509) 962-7525 ♦ (509) 674-2584
FAX (509) 962-7599

Memorandum of Understanding between The Kittitas County Sheriff's Office and Aspen

Date: March 29, 2010

Re: Digital equipment: Cameras or audio recording equipment.

Aspen, through a 2009 stop grant has agreed to reimburse the Kittitas County Sheriff's Office for the purchase of digital cameras or audio recording/transcription equipment in a total sum amount of \$2240.00, not exceeding 80% of the allotted \$2800.00 grant request.

Allocation of monies from the 2009 grant are displayed in "Attachment D" that is attached and by this reference incorporated into the MOU.

ASPEN is a non-profit Domestic Violence/Sexual Assault Advocacy group. They are in coalition with Central Washington Comprehensive Mental Health. ASPEN is Kittitas County's local Domestic Violence/Sexual Assault Advocacy.

ASPEN has received money from a FY09 STOP grant. The STOP grant is used to educate, prevent and ultimately stop Domestic Violence/Sexual Assaults. ASPEN is in charge of disbursement of funds to local Law Enforcement for equipment and training needs.

This reimbursement agreement between Kittitas County Sheriff's Office and ASPEN is as follows: The Sheriff's Office will purchase digital cameras and/or digital audio recorders and transcription equipment that are approved for purchase through ASPEN. Kittitas County shall submit for reimbursement an invoice to ASPEN upon receipt of the equipment purchased. ASPEN shall reimburse 80% of those costs up to a total of \$2240.00.

The cameras and audio equipment will be used by Law Enforcement during the investigation process of Domestic Violence and Sexual Assault crimes.

Kittitas County Sheriff's Office will buy the equipment during the 2010 fiscal year and provide ASPEN with a billing invoice 30 days after the purchase. ASPEN shall reimburse Kittitas County Sheriff's Office for the full amount of the price of the equipment amount plus any applicable tax within 45 days of the invoice date.

Kittitas County, through the Kittitas County Sheriff's Office, certifies that none of the funds for this project supplant the normally budgeted funds of this agency.

State Accredited 1997


Each party shall be responsible for its own liability arising from its respective acts or omissions.

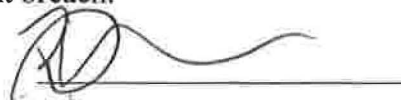
This agreement shall be governed exclusively by federal laws and the laws of the State of Washington. The Kittitas County Superior Court shall be the sole proper venue for any and all suits brought to enforce or interpret the provisions of this agreement.

Neither party may assign its rights or delegate its duties under this agreement, whether by assignment, further, subcontract or other means. Any such attempted assignment or delegation shall be void and shall constitute a material breach of this agreement.

This agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this agreement shall be deemed to exist or to bind any of the parties hereto.

This agreement can be reviewed and mutually amended in writing as needed by the authorized agents of the participating parties. Any waiver of a term or condition of this agreement shall apply only to the specific act, occurrence or omission and shall not constitute a waiver as to any other term or condition or future act, occurrence or omission. Waiver or breach of any term or condition of this agreement shall not be considered a waiver of any prior or subsequent breach.


Gene Dana, Sheriff
Kittitas County Sheriff's Office



ATTACHMENT D

BUDGET DETAIL WORKSHEET - LAW ENFORCEMENT

FFY 2009 STOP Grant Application

Agency Name: _____

Goods and Services - Goods and services must be directly related to the provision of STOP activities. It is recommended that goods and services be limited to training and travel for grant-funded staff and project supplies. If space costs for project staff are included in the budget, the computation for goods and services must show the calculation based on square footage. Additionally, other goods and services such as telephone, general office supplies, printing and copy expenses must be direct project costs.

Item Description	Computation	Cost
(sample)	(sample): Registration: \$150	(sample) \$150.00
	Lodging: \$70/night x 3 nights	\$210.00
Sexual Assault Training	Meals: \$39/day x 3 days	\$117.00
Law Enforcement Officers	Travel: 125/miles x .55/mile	\$69.00
Kittitas County Sheriff		
14 Digital Cameras	14 x \$200 = \$2,800 @ 80% =	
	\$2,240.00	\$2,240.00
Ellensburg Police		
2 Video Cameras	2 x \$500 = \$1,000 @ 80% = \$800	\$640.00
6 Digital Cameras	6 x \$200 = \$1,200 @ 80% = \$960	\$960.00
Central WA. University PD		
4 digital cameras	4 x \$200 = \$800 @ 80% = \$640	\$640.00
3 digital recorders	3 x \$300 = \$900 @ 80% = \$720	\$720.00
Cle Elum/Roslyn PD		
1 video camera	1 x \$400 = \$400 @ 80% = \$320	\$320.00
3 digital recorders	3 x \$300 = \$900 @ 80% = \$720	\$720.00
1 interview room monitor	1 x \$800 = \$800 @ 80% = \$640	\$640.00
5 Digital voice recorders	5 x \$300 = \$1500 @ 80% = 1200	\$1,200.00
Trainer/Speaker on Domestic Violence, Sexual Assault, and/or Stalking	150 Officers	\$5,000.00



SANE Program		
Equipment for new exam room/training (work table, drying equipment)		\$1,000.00
TOTAL GOODS AND SERVICES		14,080.00

List activities associated with items above.

All Law Enforcement equipment has been prorated at 80% of the original cost. Domestic

Violence, Sexual Assault, and stalking victims make up on average 80% of people who are interviewed using digital video and audio recordings.

The equipment and training items listed above will be used to increase the skill, knowledge and level of response by Kittitas County Law Enforcement for adult victims of Domestic Violence, Sexual Assault, and stalking. All Kittitas County Law Enforcement agencies work together to provide education, information, services and equipment that will enhance their ability to investigate crimes against women, increase Prosecution, and decrease the effects of victimization.

The STOP grant will also be used to provide equipment that may be needed at our health departments new exam room. Training money can also be used to assist our SANE nurses in more training regarding SA exams.

Kittitas County Review Form Grants & Contract Agreement



Today's Date March 30, 2010	Agenda Date May 4, 2010
Fund/Department 30/Sheriff	

Contract/Grant Information

Contract /Grant Agency ASPEN Memo of Understanding (#10-010)	
Period Begin Date upon signature	Period End
Total Grant/Contract Amount	
Grant/Contract Number	
Contract/Grant Summary: This memo of understanding is between Kittitas County Sheriff's Office and ASPEN to purchase digital equipment (cameras or audio recording equipment) via a 2009 Stop Grant.	

Financial Information

Total Amount \$2800	State Funds \$	Federal Funds \$2240.00
Percentage County Funds 20%	Matching Funds \$ 560.00	CFDA#16.588
	In-Kind \$ <small>Explain</small>	
Is Equipment being purchased? Yes	Who owns equipment? Sheriff's Office	
New Personnel being hired? No	Contact HR hiring – reporting requirements	
Future impacts or liability to Kittitas County:		

Budget Information

Budget Amendment Needed?	Yes <input checked="" type="checkbox"/> attach budget form	No <input type="checkbox"/> Why not
New Division Created?no	Funds existing in current budget	
Revenue Code 001.30.12.13.333.16588		

Pass Through Information

Agency to Pass Through	
Amount to Pass Through	\$
Sub-Contract Approved	Date:

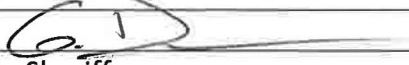
Prosecutor Review

Has the Prosecutor reviewed this agreement?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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County Departments Impacted

Auditor	Facilities Maintenance
Information Services	Human Resource
Prosecutor	Treasurer

Submitted

Signature: 	Date: March 30, 2010
Department: Sheriff	

Assignment of Tracking Information

Auditor's Office	
Human Resource	
Prosecutor's Office	 3/30/10
Who Signed the grant application	

Reviewer	Date
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