



March 17, 2014

County Judge Robert E. Hebert  
Fort Bend County Sheriff's Office  
301 Jackson ST, Suite 719  
Richmond, TX 77469

Dear Judge Hebert:

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 G14HN0010A) has been awarded in the amount of \$629,986. This grant will support initiatives designed to implement the Strategy proposed by the Executive Board of the Houston 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 Dan Grayson at (202) 395-6692.

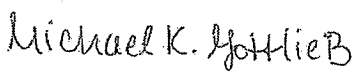
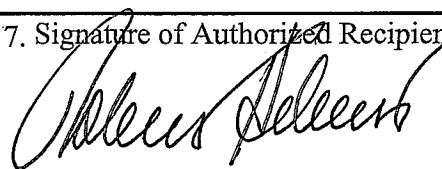
Sincerely,

*Michael K. Gottlieb*

Michael K. Gottlieb

National HIDTA Director

Enclosures

<b>Executive Office of the President Office of National Drug Control Policy</b>		<b>Grant Agreement</b>	
1. Recipient Name and Address County Judge Robert E. Hebert Fort Bend County Sheriff's Office 301 Jackson ST Suite 719 Richmond, TX 77469		4. Award Number: G14HN0010A	
		5. Grant Period: From 01/01/2014 to 12/31/2015	
1A. Recipient IRS/Vendor No.: 1746001969A1	6. Date: 3/17/2014	7. Action <input checked="" type="checkbox"/> Initial Supplemental	
Subrecipient Name and Address	8. Supplement Number		
2A. Subrecipient IRS/Vendor No.:	9. Previous Award Amount:		
3. Project Title Multiple	10. Amount of This Award:		\$629,986
	11. Total Award:		\$629,986
12. The above Grant is approved subject to such conditions or limitations as are set forth on the five attached pages.			
13. Statutory Authority for Grant: Public Law 113-76			
<b>AGENCY APPROVAL</b>		<b>RECIPIENT ACCEPTANCE</b>	
14. Typed Name and Title of Approving Official Michael K. Gottlieb National HIDTA Director		15. Typed Name and Title of Authorized Official Robert E. Hebert Fort Bend County Sheriff's Office	
16. Signature of Approving ONDCP Official 		17. Signature of Authorized Recipient/Date  4-1-2014	
<b>AGENCY USE ONLY</b>			
18. Accounting Classification Code DUNS: 081497075 EIN: 1746001969A1		19. HIDTA AWARD OND1070DB1415XX    OND6113 OND2000000000    OC 410001	

## GRANT CONDITIONS

### A. General Provisions

1. This grant is subject to Title 2 of the Code of Federal Regulations, as well as the following:
  - by reference, the provisions of the Office of Management and Budget (OMB) circulars and government-wide common rules applicable to grants and cooperative agreements. These circulars and common rules include the following:
    - OMB Circular A-21 “Cost Principles for Educational Institutions.” (Codified at 2 CFR Part 220)
    - OMB Circular A-87 “Cost Principles for State, Local, and Indian Tribal Governments.” (Codified at 2 CFR Part 225)
    - OMB Circular A-102 “Grants and Cooperative Agreements with State and Local Governments.” (Codified at 21 CFR 1403)
    - OMB Circular A-110 “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.” (Codified at 2 CFR Part 215)
    - OMB Circular A-122 “Cost Principles for Nonprofit Organizations.” (Codified at 2 CFR Part 230)
    - “Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Units of Governments,” (Codified at 21 CFR Part 1403)
    - Grants Management Common Rule for State and Local Units of Governments,” (Codified at 21 CFR Part 1404)
    - “Government-wide Debarment and Suspension (Nonprocurement),” (Codified at 21 CFR Part 1404)
    - “Government-wide Requirements for Drug-free Workplace (Financial Assistance)” (Codified at 21 CFR Part 1405)
    - “New Restrictions on Lobbying” (Codified at 28 CFR Part 69)
2. Audits conducted pursuant to OMB Circular A-133, “Audits of State and Local Governments”, must be submitted no later than 9 months after the close of the grantee’s audited fiscal year. A copy of the audit report and management letter must be sent to:

EOP/ONDCP

Attention: Michael Reles

GSD/RDF (202) 395-6608

Anacostia Naval Annex

Bldg 410/Door 123

250 Murray Lane, SW

Washington, DC 20509

or:

mreles@ondcp.eop.gov

3. Grantees are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Other reporting requirements are specified in the HIDTA Program Policy and Budget Guidance.
4. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.
5. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the HIDTA, its fiscal agent (s), HIDTA employees, HIDTA contractors, as well as state, local, and federal HIDTA participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.
6. **Grantees and subgrantees are advised of the new OMB grants “supercircular,” Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, some provisions of which may begin to supersede the provisions of pre-existing OMB grants circulars over the term of this grant. ONDCP will also be adopting conforming regulations in 2014. ONDCP will provide you with updates moving forward. For more information about the supercircular, please visit [www.cfo.gov/COFAR](http://www.cfo.gov/COFAR), which includes links to related online training and FAQs.**

#### **B. Special Conditions HIDTA Grants**

The following special conditions are incorporated into each award document.

1. This grant is awarded for the initiative(s) named above. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP’s HIDTA Program Policy and Budget Guidance.
2. This award is subject to the requirements in ONDCP’s HIDTA Program Policy and Budget Guidance.
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.
4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e. the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6-12 of the HIDTA Program Policy and Budget Guidance.

6. The grant recipient agrees to account for and use program income in accordance with the "Common Rule" and the HIDTA Program Policy and Budget Guidance. Asset forfeiture proceeds generated by the HIDTA-funded initiatives shall not be considered as program income earned by HIDTA grantees.
7. Property acquired with these HIDTA grant funds is to be used for activities of the Houston HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, this equipment must be made available to the HIDTA's Executive Board for use by other HIDTA participants.
8. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

### **C. Payment Basis**

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system ([www.dpm.psc.gov](http://www.dpm.psc.gov)). Copies of invoices or payroll registers must accompany the payment confirmation number to provide documentation for the reimbursement request. Requests for advances must be accompanied by details specifying the need for the advance. Documentation of how the advance was spent must be submitted within 21 days and before another advance or reimbursement will be approved.
2. The HIDTAs, or their respective grantees, must utilize the HIDTA program Financial Management System's (FMS) Disbursement module each time they submit a disbursement request to the NHAC. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered into the FMS. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be FDIC insured. The account must be interest bearing.
3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination Act (23 U.S.C. 450), grantees and subgrantees shall promptly, but at least quarterly, remit interest earned on advances to HHS/DPM at the address provided below. When submitting your checks, please provide a detailed explanation which should include: reason for check (remittance of interest earned on HIDTA advance payments), check number, grantee name, grant number, interest period covered, and contact name and number.

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

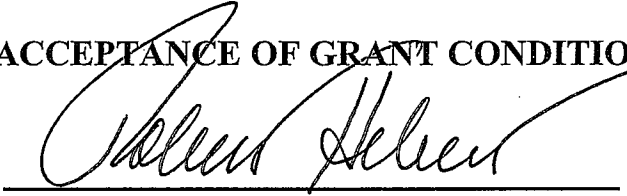
Via U.S. Postal Mail:  
P.O. Box 6021  
Rockville, MD 20852

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

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

**RECIPIENT ACCEPTANCE OF GRANT CONDITIONS**

Signature:



Date:

4-1-2014

Name:

Robert E. Hebert

Organization:

Fort Bend County Sheriff's Office

# Initiative Cash by HIDTA

FY 2014

Awarded Budget (as approved by ONDCP)

HIDTA	Agency Name	Initiative	Cash	Type	Grant
Houston	Fort Bend County Sheriff's Office	Administration	165,810.00	Administration	G14HN0010A
		Fort Bend Enforcement Team (FBET)	125,341.00	Investigation	G14HN0010A
		Houston Intelligence Support Center (HISC)	338,835.00	Intelligence	G14HN0010A
		Agency Total : Fort Bend County Sheriff's Office			629,986.00

Total

**629,986.00**

# Budget Detail

2014 - Houston

Initiative - Administration

Award Recipient - Fort Bend County Sheriff's Office (G14HN0010A)

Resource Recipient - Fort Bend County Sheriff's Office

<b><i>Awarded Budget (as approved by ONDCP)</i></b>		<b><i>\$629,986.00</i></b>
<b>Services</b>	<b>Quantity</b>	<b>Amount</b>
Contractor - Director - Deputy	1	\$158,250.00
Vehicle allowance	1	\$7,560.00
<b>Total Services</b>		<b>\$165,810.00</b>
<b>Total Budget</b>		<b>\$165,810.00</b>



# Budget Detail

**2014 - Houston**

**Initiative - Fort Bend Enforcement Team (FBET)**

**Award Recipient - Fort Bend County Sheriff's Office (G14HN0010A)**

**Resource Recipient - Fort Bend County Sheriff's Office**

<b><i>Awarded Budget (as approved by ONDCP)</i></b>		<b><i>\$629,986.00</i></b>
<b>Overtime</b>	<b>Quantity</b>	<b>Amount</b>
Investigative - Law Enforcement Officer	10	\$125,341.00
<b>Total Overtime</b>		<b>\$125,341.00</b>
<b>Total Budget</b>		<b>\$125,341.00</b>

# Budget Detail

2014 - Houston

Initiative - Houston Intelligence Support Center (HISC)

Award Recipient - Fort Bend County Sheriff's Office (G14HN0010A)

Resource Recipient - Fort Bend County Sheriff's Office

<b>Awarded Budget (as approved by ONDCP)</b>		<b>\$629,986.00</b>
Services	Quantity	Amount
Contractor - Analyst - Intelligence	.2	\$143,724.00
Contractor - Analyst - Program	1	\$60,111.00
Contractor - Coordinator	1	\$127,440.00
Vehicle allowance	1	\$7,560.00
<b>Total Services</b>		<b>\$338,835.00</b>
<b>Total Budget</b>		<b>\$338,835.00</b>