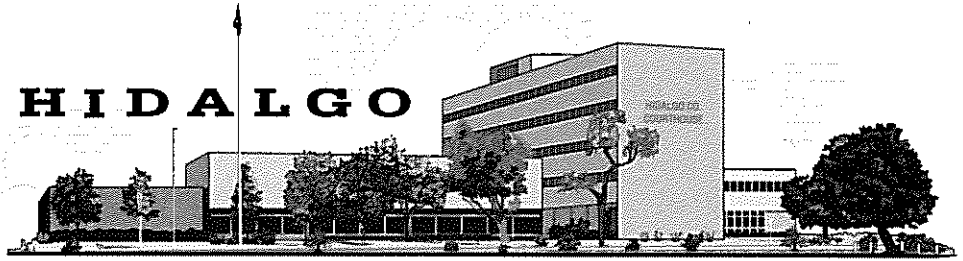


COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor

April 22, 2016

The Honorable Ramon Garcia, Hidalgo County Judge
The Honorable A.C. Cuellar Jr., Commissioner, Precinct No. 1
The Honorable Eduardo "Eddie" Cantu, Commissioner, Precinct No. 2
The Honorable Jose M. Flores, Commissioner, Precinct No. 3
The Honorable Joseph Palacios, Commissioner, Precinct No. 4

RE: Certification of Revenue

Dear Judge and Commissioners:

Pursuant to Local Government Code § 111.0706 SPECIAL BUDGET FOR GRANT OR AID MONEY:


The county auditor shall certify to the commissioners court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose of spending the grant or aid money for its intended purpose.

I, Ray Eufrazio, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Executive Office of the President - Office of National Drug Control Policy. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

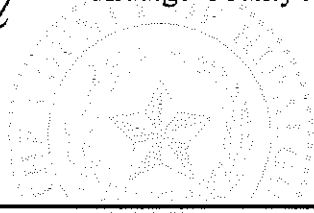
AMOUNT
\$685,705.00

PURPOSE
Award No. G16SS0002A - High Intensity Drug Trafficking Areas (HIDTA)

CERTIFIED BY:


Raymundo Eufrazio, CPA
Hidalgo County Auditor
Ray Eufrazio, CPA
Hidalgo County Auditor

4/25/16
Date



HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 12TH D.C. ROCCOLFO DELGADO JUDGE, 27TH D.C. J. R. "BOBBY" FLORES JUDGE, 138TH D.C. ROSE GUERRA REYNA JUDGE, 208TH D.C. JUAN R. PARTIDA JUDGE, 273TH D.C. MARIO E. RAMIREZ, JR. JUDGE, 312TH D.C. NOE GONZALEZ JUDGE, 379TH D.C. OVERSEER LETICIA LOPEZ JUDGE, 389TH D.C. AIDA SALINAS FLORES JUDGE, 394TH D.C. ISRAEL RAMON, JR. JUDGE, 430TH D.C. JESSE CONTRERAS JUDGE, 441TH D.C.

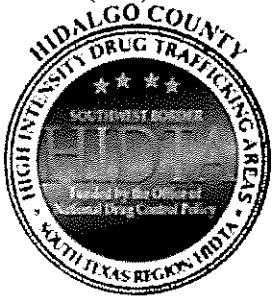
Minerva Diaz

From: Nelda Olivarez [nolivarez@hidtaskforce.us]
Sent: Friday, April 22, 2016 2:25 PM
To: minerva.diaz@auditor.co.hidalgo.tx.us
Cc: 'Deborah Fischer'
Subject: HIDTA Grant number G16SS0002A /AI#54270

A Certification of Revenues in the amount of \$685,705.00 is required for the above grant.

Thank you.

Nelda Olivarez
Accountant
Hidalgo County
HIDTA Task Force
P O Box 5719
McAllen, TX 78502
Primary Email: nolivarez@hidtaskforce.us
Office (956) 381-0444
Fax (956) 381-8722



This record contains Sensitive Security Information that is controlled under 49 CFR parts 15 and 1520. No part of this record may be disclosed to persons without a "need to know", as defined in 49 CFR parts 15 and 1520, except with the written permission of the Administrator of the Hidalgo County Criminal District Attorney HIDTA Task Force. Unauthorized release may result in civil penalty or other action. For U.S. government agencies, public disclosure is governed by 5 U.S.C. 552 and 49 CFR parts 15 and 1520.

AI-54270

HIDTA - Task Force 9. A.

CC - REGULAR

Meeting Date: 04/26/2016

Submitted By: Nelda Olivarez, HIDTA

By:

Department: HIDTA

Information

CAPTION

HIDTA Task Force (1291):

1. Authorization and approval to accept grant agreement for award no. G16SS0002A between Hidalgo County and the Executive Office of the President, Office of National Drug Control Policy in the amount of \$685,705.00 for grant period of 01/01/2016 to 12/31/2017.
2. Authorization for County Judge, as authorized official, to sign grant award form and related documents.
3. Approval of certification of revenues as certified by the County Auditor's Office.
4. Approval of appropriation of funds for the Hidalgo County HIDTA Task Force (Hidalgo County District Attorneys' HIDTA Initiative) in the amount of \$685,705.00 for fiscal year 2016.
5. Approval of salary redistribution of funds as per Exhibit A, effective next full pay period 05/02/16.
6. Approval to revise the salary schedules in accordance with Commissioners Court action.

BACKGROUND

This grant is non-R&D and approved subject to such conditions or limitations as are set forth for the Grant Terms and Conditions.

Fiscal Impact

FISCAL YEAR: 2016 ACCT. #: 6-1251-412-00-270-011-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 04/22/16.

FISCAL YEAR: 2016 ACCT. #: 6-1291-412-00-270-003-6-XXX

FUNDS AVAILABLE Y MATCHING FUNDS N
Y/N?: Y/N?:

BUDGETARY IMPACT:

Funds available

Attachments

2016 Grant Agreement

Form SF-424

Certification Regarding Lobbying

Appropriation

Exhibit A

PAR FORMS

Salary Budget

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	04/19/2016 04:17 PM
Human Resources	Diana Munoz	04/22/2016 02:22 PM
Human Resources	Diana Munoz	04/22/2016 03:02 PM

Final Approval
Form Started By: Nelda Olivarez Started On: 04/19/2016 11:54 AM



March 7, 2016

Mr. Ramon Garcia
Hidalgo County Auditor's Office
3100 S. Closner, Foxtrot Building
Edingburg, TX 78539

Dear Mr. Garcia:

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 G16SS0002A) has been awarded in the amount of \$685,705.00. This grant will support initiatives designed to implement the Strategy proposed by the Executive Board of the SWB - South Texas 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,

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 Hidalgo County Auditor's Office 3100 S. Closner, Foxtrot Building Edingburg, TX 78539	4. Award Number (FAIN): G16SS0002A	
2. Total Amount of the Federal Funds Obligated: \$685,705.00	6. Federal Award Date: March 7, 2016	7. Action: Initial
2A. Budget Approved by the Federal Awarding Agency \$685,705.00	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: \$685,705.00	
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 Mr. Ramon Garcia Hidalgo County Auditor's Office Judge	
16. Signature of Approving ONDCP Official <i>Michael K. Gottlieb</i>	17. Signature of Authorized Recipient/Date	
AGENCY USE ONLY		
18. Accounting Classification Code DUNS: 103110834 EIN: 1746000717A4	19. HIDTA AWARD <i>OND1070DB1617XX OND6113</i> <i>OND2000000000 OC 410001</i>	

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 - South Texas 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: Hidalgo County ~~Auditor's Office~~ Judge

Signature: _____

Date: _____

Name: Ramon Garcia

Initiative Cash by HIDTA

FY 2016

Awarded Budget (as approved by ONDCP)

HIDTA	Agency Name	Initiative	Cash	Type	Grant
SWB - South Texas	Hidalgo County Auditor's Office	Hidalgo County DA HIDTA Task Force	685,705.00	Investigation	G16SS0002A
Agency Total : Hidalgo County Auditor's Office			685,705.00		
Total			685,705.00		

Budget Detail

2016 - SWB - South Texas

Initiative - Hidalgo County DA HIDTA Task Force

Award Recipient - Hidalgo County Auditor's Office (G16SS0002A)

Resource Recipient - Hidalgo County District Attorney's Office

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$685,705.00
Personnel	Quantity	Amount
Administrative Staff	1	\$42,000.00
Analyst - Intelligence	1	\$35,885.00
Financial Staff	1	\$11,000.00
Investigative - Law Enforcement Officer	7	\$440,917.00
Total Personnel		\$529,802.00
Fringe	Quantity	Amount
Administrative staff	1	\$12,600.00
Analyst - Intelligence	1	\$10,475.00
Financial staff	1	\$3,300.00
Investigative - Law Enforcement Officer	7	\$129,528.00
Total Fringe		\$155,903.00
Total Budget		\$685,705.00

Hidalgo County DA HIDTA Task Force
Hidalgo County Auditor's Office G16SS0002A
Hidalgo County District Attorney's Office

Personnel

Position	# Positions	Total Salary	Prior Year Budgets		Comments
			2015	2014	
Administrative Staff	1	42,000	42,000	42,000	1. Lopez, S. Paid 100% from grant
Analyst - Criminal	0	0	0	0	
Analyst - Intelligence	1	35,885	34,917	34,917	2. Sanchez, K. Paid 100% from grant
Analyst - Program	0	0	0	0	
Attorney	0	0	0	0	
Coordinator	0	0	0	0	
Counselor	0	0	0	0	
Director	0	0	0	0	
Director - Demand Reduction	0	0	0	0	
Director - Deputy	0	0	0	0	
Director - Investigative Support Center	0	0	0	0	
Financial Manager	0	0	0	0	
Financial Staff	1	11,000	53,885	39,450	3. Olivarez, N. Paid 20% from grant
Information Technology Manager	0	0	0	0	
Information Technology staff	0	0	0	0	
Investigative - Law Enforcement Officer	7	440,917	399,000	413,000	4. Delgado, J 84.47% \$92,917; 5. Martinez, G 100% \$57,000; 6. Perez, M 100% \$53,000; 7. Rodriguez, R. 100% \$55,000; 8. Sampayo, R 100% \$55,000; 9. Sifuentes, J 100% \$62,000
Investigative - Support	0	0	0	0	10. Trevino, C. 100% \$66,000.
Paralegal & Support	0	0	0	0	
Specialist	0	0	0	0	
Therapist	0	0	0	0	
Training Coordinator	0	0	0	0	
Training Staff	0	0	0	0	
Treatment, prevention, demand reduction	0	0	0	0	
Total	10	529,802	529,802	529,367	

Fringe

Name/Position	Amount	Total Benefits	Prior Year Budgets		Comments
			2015	2014	
Administrative staff	1	12,600	12,600	12,600	1. Lopez, S. Paid 100% from grant
Analyst - Criminal	0	0	0	0	
Analyst - Intelligence	1	10,475	10,475	10,475	2. Sanchez, K. Paid 100% from grant
Analyst - Program	0	0	0	0	
Attorney	0	0	0	0	
Coordinator	0	0	0	0	
Counselor	0	0	0	0	
Director	0	0	0	0	
Director - Demand Reduction	0	0	0	0	
Director - Deputy	0	0	0	0	
Director - Investigative Support Center	0	0	0	0	
Financial Manager	0	0	0	0	
Financial staff	1	3,300	13,128	11,835	3. Olivarez, N. Paid 20% from grant
Information Technology Manager	0	0	0	0	
Information Technology staff	0	0	0	0	
Investigative - Law Enforcement Officer	7	129,528	119,700	121,428	4. Delgado, J 84.47% \$28,085; 5. Martinez, G 100% \$17,100; 6. Perez, M 100% \$15,900; 7. Rodriguez, R. 100% \$16,500; 8. Sampayo, R 100% \$16,500; 9. Sifuentes, J 100% \$18,600;
Investigative - support	0	0	0	0	10. Trevino, C. 100% \$18,843.
Overtime	0	0	0	0	
Paralegal & support	0	0	0	0	
Specialist	0	0	0	0	
Therapist	0	0	0	0	
Training Coordinator	0	0	0	0	
Training staff	0	0	0	0	
Treatment, prevention, demand reduction	0	0	0	0	
Total	10	155,903	155,903	156,338	

Overtime

Position	# Positions	Total Amount	Prior Year Budgets		Comments
			2015	2014	
Investigative - Law Enforcement Officer	0	0	0	0	
Support	0	0	0	0	
Treatment, prevention, demand reduction	0	0	0	0	

Total	0	0	0	0
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Travel Purpose	# Positions	Total Amount	Prior Year Budgets		Comments
			2015	2014	
Administrative	0	0	0	0	
Investigative/Operational	0	0	0	0	
Training	0	0	0	0	
Treatment, prevention, demand reduction		0	0	0	
Total	0	0	0	0	

Facilities Description	# Leases	Total Amount	Prior Year Budgets		Comments
			2015	2014	
Improvements		0	0	0	
Lease	0	0	0	0	
Support		0	0	0	
Utilities		0	0	0	
Treatment, prevention, demand reduction		0	0	0	
Total	0	0	0	0	

Services Description and Quantity	# Services	Total Amount	Prior Year Budgets		Comments
			2015	2014	
Aviation		0	0	0	
Communications - data lines		0	0	0	
Communications - mobile phones & pagers		0	0	0	
Communications - office phones		0	0	0	
Contractor - Administrative staff	0	0	0	0	
Contractor - Analyst - Criminal	0	0	0	0	
Contractor - Analyst - Intelligence	0	0	0	0	
Contractor - Analyst - Program	0	0	0	0	
Contractor - Attorney	0	0	0	0	
Contractor - Coordinator	0	0	0	0	
Contractor - Counselor	0	0	0	0	
Contractor - Director	0	0	0	0	
Contractor - Director - Demand Reduction	0	0	0	0	
Contractor - Director - Deputy	0	0	0	0	
Contractor - Director - ISC	0	0	0	0	
Contractor - Financial Manager	0	0	0	0	
Contractor - Financial staff	0	0	0	0	
Contractor - Information Technology Manager	0	0	0	0	
Contractor - Information Technology staff	0	0	0	0	
Contractor - Investigative - LEO	0	0	0	0	
Contractor - Investigative - support	0	0	0	0	
Contractor - Paralegal & support	0	0	0	0	
Contractor - Specialist	0	0	0	0	
Contractor - Therapist	0	0	0	0	
Contractor - Training Coordinator	0	0	0	0	
Contractor - Training staff	0	0	0	0	
Deconfliction services		0	0	0	
Equipment rentals		0	0	0	
Insurance		0	0	0	
Insurance - Director's liability		0	0	0	
Investigative services		0	0	0	
National security clearance (DHS)	0	0	0	0	
Printing & document support		0	0	0	
Service contracts		0	0	0	
Service contracts: treatment/prevention/demand red		0	0	0	
Shipping & postage		0	0	0	
Software - maintenance		0	0	0	
Subscriptions - database		0	0	0	
Subscriptions - publications		0	0	0	
Training		0	0	0	
Vehicle allowance	0	0	0	0	
Vehicle lease - passenger	0	0	0	0	
Vehicle lease - specially	0	0	0	0	
Treatment, prevention, demand reduction		0	0	0	
Total	0	0	0	0	

Equipment Description	# Equipment	Total Amount	Prior Year Budgets		Comments
			2015	2014	

Communications - data lines	0	0	0
Communications - mobile phones & pagers	0	0	0
Communications - office phones	0	0	0
Communications - radios	0	0	0
Computers - desktop, laptop & notebook	0	0	0
Computers - networking devices	0	0	0
Computers - peripherals & printers	0	0	0
Office - furniture	0	0	0
Office - machines	0	0	0
Technical investigative equipment	0	0	0
Technical investigative equipment - audio	0	0	0
Technical investigative equipment - visual	0	0	0
Vehicles - passenger	0	0	0
Vehicles - specialty	0	0	0
Treatment, prevention, demand reduction	0	0	0
Total	0	0	0

Supplies

Description	Total Amount	Prior Year Budgets		Comments
		2015	2014	
Investigative/Operational	0	0	0	
Office	0	0	0	
Software - licenses	0	0	0	
Treatment, prevention, demand reduction	0	0	0	
Communications - data lines	0	0	0	
Communications - mobile phones & pagers	0	0	0	
Communications - office phones	0	0	0	
Communications - radios	0	0	0	
Computers - desktop, laptop & notebook	0	0	0	
Computers - networking devices	0	0	0	
Computers - peripherals & printers	0	0	0	
Office - furniture	0	0	0	
Office - machines	0	0	0	
Technical investigative equipment	0	0	0	
Technical investigative equipment - audio	0	0	0	
Technical investigative equipment - visual	0	0	0	
Vehicles - passenger	0	0	0	
Vehicles - specialty	0	0	0	
Total	0	0	0	

Other

Description	Total Amount	Prior Year Budgets		Comments
		2015	2014	
Administrative costs	0	0	0	
PE/PI/PS	0	0	0	
Treatment, prevention, demand reduction	0	0	0	
Total	0	0	0	
Grand Total	20	685,705	685,705	685,705

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): [REDACTED] * Other (Specify): [REDACTED]
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------

* 3. Date Received: [REDACTED]	4. Applicant Identifier: N/A
-----------------------------------	---------------------------------

5a. Federal Entity Identifier: N/A	5b. Federal Award Identifier: [REDACTED]
---------------------------------------	---------------------------------------------

State Use Only:

6. Date Received by State: [REDACTED]	7. State Application Identifier: [REDACTED]
---------------------------------------	---------------------------------------------

8. APPLICANT INFORMATION:

* a. Legal Name: Hidalgo County District Attorney HIDTA Task Force	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 74-6000717	* c. Organizational DUNS: 1031108340000

d. Address:

* Street1: 3100 S Business 281 Foxtrot Building
Street2: [REDACTED]
* City: Edinburg,
County/Parish: Hidalgo
* State: TX: Texas
Province: [REDACTED]
* Country: USA: UNITED STATES
* Zip / Postal Code: 78539

e. Organizational Unit:

Department Name: HidalgoCountyDistAttorney Office	Division Name: HIDTA Task Force
---------------------------------------------------	---------------------------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr.	* First Name: Charles
Middle Name: E.	
* Last Name: Trevino	
Suffix: [REDACTED]	
Title: HidalgoCountyHIDTA Task Force ActingCommander	
Organizational Affiliation: Hidalgo County District Attorney's Office.	
* Telephone Number: 956 381-0444	Fax Number: 956 381-8722
* Email: ctrevino@hidtataaskforce.us	

Application for Federal Assistance SF-424

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

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

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

ONDCP

11. Catalog of Federal Domestic Assistance Number:

95.001

CFDA Title:

*** 12. Funding Opportunity Number:**

HIDTA

* Title:

13. Competition Identification Number:

N/A

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

High Intensity Drug Trafficking Areas Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="685,705.00"/>
* 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" value="1,084,662.83"/>
* g. TOTAL	<input type="text" value="1,770,367.83"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes No

If "Yes", provide explanation and attach

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)**

** I AGREE

** 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.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

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	
Hidalgo County Criminal District Attorney's HIDTA Task Force	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: Mr.	* First Name: Ramon Middle Name:
* Last Name: Garcia	Suffix:
* Title: Hidalgo County Judge	
* SIGNATURE:	* DATE:

DATE: April 19, 2016
 DEPARTMENT HEAD: Ricardo Rodriguez, Criminal District Attorney
 DEPARTMENT NAME: HIDTA Task Force
 ACCOUNT NUMBER: Expenditure - 1291-412-00-270-003-6-xxx
 SUBJECT: Budget Amendments (Increases) in Accordance with V.A.C.S., Articles 689a-11, 1666a and 1666b



Honorable Commissioner's Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with V.A.C.S., Pursuant to Article 689a-11, 1666a, 1666b:

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME		INCREASE (DECREASE)
6-1291-412-00-270-003-6-	113	Full - time Employees	\$ 529,802.00
6-1291-412-00-270-003-6-	211	Health Insurance	53,478.00
6-1291-412-00-270-003-6-	212	Life Insurance	326.00
6-1291-412-00-270-003-6-	220	FICA / Social Security Contributions	40,530.00
6-1291-412-00-270-003-6-	230	Retirement	44,453.00
6-1291-412-00-270-003-6-	250	Unemployment Compensation	3,179.00
6-1291-412-00-270-003-6-	260	Workers' Compensation	13,937.00
TOTAL APPROPRIATIONS			\$ 685,705.00
6-1291-331-10-270-003-6-	000	TOTAL ESTIMATED REVENUES	\$ 685,705.00
			\$ -

There are no areas in my current budget to reduce in order to fund the above mentioned item(s). Retirement is budgeted less than the required amount. The HIDTA Policy and Budget Guidance states that the fringe benefit package (per employee) should not exceed 30 percent of the salary. The deficit in retirement will be offset with the 30% reclassifications.

 APPROVED BY
 COMMISSIONER'S COURT

 DATE

 DEPARTMENT HEAD SIGNATURE

 ATTEST BY COUNTY CLERK

Hidalgo County
HIDTA Task Force
EXHIBIT A
Redistribution of Cost Allocations

Slot No.	Position Title	Salary	Dept./Fund	Current Allocation Amount Per Fund	Proposed Allocation Amount Per Fund
G001	Commander	\$ 115,500.00	HIDTA Grant (1291)	92,917.00	67,700.00
G025			HIDTA Chapter 59 (1251)	22,583.00	47,800.00
G003	Criminal Investigator I	\$ 60,000.00	HIDTA Grant (1291)	53,000.00	60,000.00
G029			HIDTA Chapter 59 (1251)	7,000.00	0.00
G004	Criminal Investigator II	\$ 60,000.00	HIDTA Grant (1291)	55,000.00	60,000.00
G030			HIDTA Chapter 59 (1251)	5,000.00	0.00
G006	Criminal Investigator II	\$ 60,000.00	HIDTA Grant (1291)	57,000.00	60,000.00
G031			HIDTA Chapter 59 (1251)	3,000.00	0.00
G008	Assistant Commander	\$ 69,000.00	HIDTA Grant (1291)	66,000.00	69,000.00
G032			HIDTA Chapter 59 (1251)	3,000.00	0.00
G009	Accountant	\$ 62,000.00	HIDTA Grant (1291)	11,000.00	11,217.00
G026			HIDTA Chapter 59 (1251)	51,000.00	50,783.00
G010	Intelligence Research Specialist	\$ 37,000.00	HIDTA Grant (1291)	35,885.00	35,885.00
G033			HIDTA Chapter 59 (1251)	1,115.00	1,115.00
G011	Administrative Assistant IV	\$ 45,000.00	HIDTA Grant (1291)	42,000.00	42,000.00
G034			HIDTA Chapter 59 (1251)	3,000.00	3,000.00
G013	Criminal Investigator II	\$ 60,000.00	HIDTA Grant (1291)	55,000.00	60,000.00
G035			HIDTA Chapter 59 (1251)	5,000.00	0.00
G014	Criminal Investigator III	\$ 64,000.00	HIDTA Grant (1291)	62,000.00	64,000.00
G036			HIDTA Chapter 59 (1251)	2,000.00	0.00

	Distribution Percentage	Distribution Percentage
HIDTA Grant (1291)	83.76%	83.76%
HIDTA Chapter 59 (1251)	16.24%	16.24%
	100.00%	100.00%

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and/or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<u>Principal Center</u> DEPARTMENT HEAD	Date <u>04/21/16</u>	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO
2.	<u>[Signature]</u> HUMAN RESOURCES DIRECTOR	Date <u>4/22/2016</u>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO
3.	_____ DEPARTMENT OF BUDGET & MANAGEMENT	_____ Date	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
4.	_____ COMMISSIONERS' COURT APPROVAL	_____ Date	_____	_____	_____	_____	_____

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and/or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<i>Rosmarie Conti</i>	<i>04/21/16</i>	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT HEAD	Date			
2.	<i>Mike Pizzano</i>	<i>4/22/2016</i>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	HUMAN RESOURCES DIRECTOR	Date			
3.			BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT OF BUDGET & MANAGEMENT	Date			
4.					
	COMMISSIONERS' COURT APPROVAL	Date			

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and/or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<u>Donna L. Carter</u> DEPARTMENT HEAD	Date <u>02/21/16</u>	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2.	<u>Bill Pugh</u> HUMAN RESOURCES DIRECTOR	Date <u>4/22/2016</u>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
3.	_____ DEPARTMENT OF BUDGET & MANAGEMENT	_____ Date	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4.	_____ COMMISSIONERS' COURT APPROVAL	_____ Date	_____	_____	_____



HIDALGO COUNTY

Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: HIDTA TASK FORCE (270-003) ^{DA} / HIDTA Chapter 59 DATE: 4/21/2016
 (270-011)
 CURRENT POSITION TITLE: CRIMINAL INVESTIGATOR II CURRENT SLOT #: 003-G006 / 011-G031
 REQUESTED POSITION TITLE: CRIMINAL INVESTIGATOR II

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other Redistribution of cost allocations

* Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: ^{oc}
 (1291) \$ 57,000.00 Current Budgeted Salary \$ 60,000.00 Proposed Budgeted Salary \$ 3,000.00 Net Change
 Salary Amount: (1251) \$ 3,000.00 Current Budgeted Salary \$ 0.00 Proposed Budgeted Salary \$ (3,000.00) Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other _____

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
 Enter hourly rate for temp. positions
 Full Time Employee Temporary Object 121 Part Time Temporary Object 122 \$ _____
 Hourly Rate *2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS: N/A

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
------------	----------	----------------------	----------------	------------------------------------

CIVIL SERVICE: Exempt Non-Exempt N/A
 FLSA: Exempt Non-Exempt

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

Redistribution of cost allocations to comply with grant.

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and/or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<i>Dominic Cantu</i>	<i>04/21/16</i>	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT HEAD	Date			
2.	<i>Steve Polyzos</i>	<i>4/22/2016</i>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	HUMAN RESOURCES DIRECTOR	Date			
3.			BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT OF BUDGET & MANAGEMENT	Date			
4.					
	COMMISSIONERS' COURT APPROVAL	Date			

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and/or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<i>Dorcasia Banks</i>	<i>02/21/16</i>	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT HEAD	Date			
2.	<i>Paula Pily</i>	<i>4/22/2016</i>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	HUMAN RESOURCES DIRECTOR	Date			
3.			BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT OF BUDGET & MANAGEMENT	Date			
4.					
	COMMISSIONERS' COURT APPROVAL	Date			



HIDALGO COUNTY Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: HIDTA TASK FORCE (270)-003 / HIDTA DATE: 4/21/2016
 CURRENT POSITION TITLE: ACCOUNTANT III CURRENT SLOT #: 003-G009 / 011-G026
 REQUESTED POSITION TITLE: ACCOUNTANT III

REQUEST FOR:
 New Position Temporary Position Position Reclassification* Other Redistribution of cost allocations

* Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: (1291) \$ 11,000.00 Current Budgeted Salary \$ 11,217.00 Proposed Budgeted Salary \$ 217.00 Net Change

Salary Amount: (1251) \$ 51,000.00 Current Budgeted Salary \$ 50,783.00 Proposed Budgeted Salary \$ (217.00) Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other _____

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____ Enter hourly rate for temp. positions
 Full Time Employee Temporary Object 121 Part Time Temporary Object 122 \$ _____ Hourly Rate *2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS: N/A

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
------------	----------	----------------------	----------------	------------------------------------

CIVIL SERVICE: Exempt Non-Exempt N/A

FLSA: Exempt Non-Exempt

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

Redistribution of cost allocations to comply with grant.

NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and/or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.	<i>Dominique Cantu</i>	<i>04/21/16</i>	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT HEAD	Date			
2.	<i>Kelli Puleo</i>	<i>4/22/2016</i>	PERSONNEL PROCEDURES COMPLETED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	HUMAN RESOURCES DIRECTOR	Date			
3.			BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT OF BUDGET & MANAGEMENT	Date			
4.					
	COMMISSIONERS' COURT APPROVAL	Date			



HIDALGO COUNTY Personnel Adjustment Request Form

Doc.

DEPARTMENT NAME/NUMBER: HIDTA TASK FORCE (270-003) / *HIDTA Chapter 59 (270-011)* DATE: 4/21/2016
 CURRENT POSITION TITLE: CRIMINAL INVESTIGATOR II CURRENT SLOT #: 003-G013 / 011-G035
 REQUESTED POSITION TITLE: CRIMINAL INVESTIGATOR II

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other Redistribution of cost allocations

* Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: *cc*
(1291) \$ 55,000.00 Current Budgeted Salary \$ 60,000.00 Proposed Budgeted Salary \$ 5,000.00 Net Change
 Salary Amount: *(1251)* \$ 5,000.00 Current Budgeted Salary \$ 0.00 Proposed Budgeted Salary \$ (5,000.00) Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other _____

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
Enter hourly rate for temp. positions
 Full Time Employee Temporary Object 121 Part Time Temporary Object 122 \$ _____
Hourly Rate *2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS: N/A

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
------------	----------	----------------------	----------------	------------------------------------

CIVIL SERVICE: Exempt Non-Exempt N/A
FLSA: Exempt Non-Exempt

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

Redistribution of cost allocations to comply with grant.

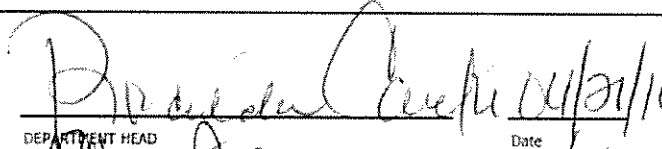
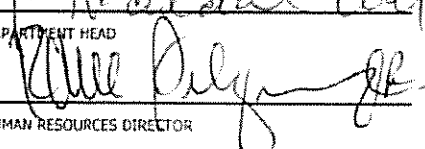
NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and/or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.		Date	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT HEAD				
2.		Date	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	HUMAN RESOURCES DIRECTOR				
3.		Date	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	DEPARTMENT OF BUDGET & MANAGEMENT				
4.		Date			
	COMMISSIONERS' COURT APPROVAL				



HIDALGO COUNTY Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: HIDTA TASK FORCE (2707-003) / *HIDTA Chapter 59 (270-011)* DATE: 4/21/2016
 CURRENT POSITION TITLE: CRIMINAL INVESTIGATOR III CURRENT SLOT #: 003-G014 / 011-G036
 REQUESTED POSITION TITLE: CRIMINAL INVESTIGATOR III

REQUEST FOR:

New Position Temporary Position Position Reclassification* Other Redistribution of cost allocations

* Civil Service Positions are submitted to the Civil Service Commission.

POSITION SALARY REQUEST:

Salary Amount: *OC*
(1291) \$ 62,000.00 Current Budgeted Salary \$ 64,000.00 Proposed Budgeted Salary \$ 2,000.00 Net Change
 Salary Amount: *(1251)* \$ 2,000.00 Current Budgeted Salary \$ 0.00 Proposed Budgeted Salary \$ (2,000.00) Net Change

Position to be funded from one of the following:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Other _____

POSITION Type:

Full Time Employee Object 113 Part Time Employee Object 114 _____
Enter hourly rate for temp. positions
 Full Time Employee Temporary Object 121 Part Time Temporary Object 122 \$ _____
Hourly Rate *2,080 hrs. per year = Annual Salary

TEMPORARY POSITIONS: N/A

Start Date	End Date	Working Days & Hours	Hours Per Week	Duration (2 weeks, 3 months, etc.)
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CIVIL SERVICE: Exempt Non-Exempt N/A
 FLSA: Exempt Non-Exempt

JUSTIFICATION/PRIORITY: (Explain why this position or adjustment request is essential)

Redistribution of cost allocations to comply with grant.

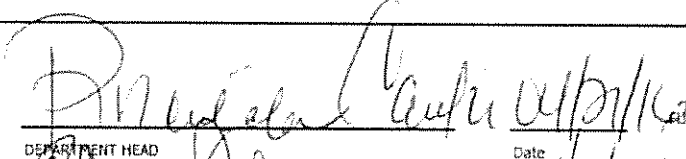
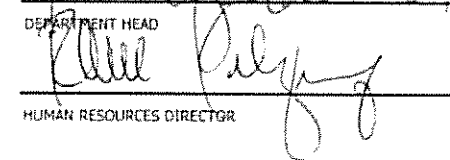
NEW POSITION: Brief job description and attach a copy of the new job description.

POSITION RECLASSIFICATION: Explain change and/or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

1.		Date: 4/22/2016	FUNDING AVAILABLE IN DEPT. BUDGET	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2.		Date:	PERSONNEL PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3.	DEPARTMENT OF BUDGET & MANAGEMENT	Date:	BUDGET PROCEDURES COMPLETED	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4.	COMMISSIONERS' COURT APPROVAL	Date:			

DATE: April 8, 2016
 DEPARTMENT: HUDTA TASK FORCE
 FUND: 1291-412-00-270-903-4-XXX (2016 Grant) and 1251-412-00-270-011-0-XXX (Chapter 59-Asset Forfeiture)
 Dept. NO. 270

2016 SALARY BUDGET for 2016 GRANT APPROPRIATION FOR BUDGET PURPOSES ONLY

SLAT NUMBER	POSITION	FY 2016 WAGES		LONGEVITY PAY		Grat. salary & Longevty	Asset salary & Longevty	HEALTH INSURANCE		LIFE INSURANCE		FICA		RETIREMENT		UNEMPLOY COMP		WORKERS COMP		FRINGE BENEFITS		TOTAL FRNGR 2016
		GRANT FUNDS	ASSET FUNDS	GRANT	ASSET			GRANT	ASSET	GRANT	ASSET	GRANT	ASSET	GRANT	ASSET	GRANT	ASSET	GRANT	ASSET	GRANT	ASSET	
G001	Commander	67,700.00	47,800.00	0.00	0.00	67,700.00	47,800.00	3,615.36	2,552.64	22.02	15.54	5,179.05	3,616.70	7,149.12	5,047.63	406.20	386.80	2,112.24	1,491.36	18,483.98	13,650.73	31,534.71
G003	Criminal Investigator I	60,000.00	0.00	0.00	0.00	60,000.00	0.00	6,168.00	0.00	37.56	0.00	4,590.00	0.00	6,336.00	0.00	360.00	0.00	1,872.00	0.00	19,363.56	0.00	19,363.56
G004	Criminal Investigator II	60,000.00	0.00	0.00	0.00	60,000.00	0.00	6,168.00	0.00	37.56	0.00	4,590.00	0.00	6,336.00	0.00	360.00	0.00	1,872.00	0.00	19,363.56	0.00	19,363.56
G006	Criminal Investigator II	60,000.00	0.00	480.00	0.00	60,000.00	480.00	6,168.00	0.00	37.56	0.00	4,590.00	26.72	6,336.00	0.00	360.00	2.88	1,872.00	14.98	19,363.56	534.58	19,898.14
G008	Assistant Commander	69,000.00	0.00	0.00	0.00	69,000.00	0.00	6,168.00	0.00	37.56	0.00	5,278.50	0.00	7,286.40	0.00	414.00	0.00	2,152.80	0.00	21,337.26	0.00	21,337.26
G009	Accountant III	11,217.00	50,783.00	1,080.00	0.00	11,217.00	51,863.00	1,115.91	5,052.09	6.80	30.76	858.10	3,967.52	1,184.52	533.50	67.30	311.18	23.56	108.91	3,256.18	11,083.96	14,340.14
G010	Lead Specialist	35,685.00	1,115.00	0.00	0.00	35,685.00	1,115.00	5,982.13	185.87	36.43	1.13	2,743.20	85.30	3,789.46	19.63	215.31	6.69	75.36	2.14	12,843.88	309.90	13,144.84
G011	Administrative Assistant IV	42,000.00	3,000.00	1,020.00	0.00	42,000.00	4,020.00	5,756.80	411.20	35.06	2.50	3,213.00	307.53	4,435.20	43.42	252.00	24.12	88.20	8.44	11,780.26	1,817.23	15,597.47
G013	Criminal Investigator II	60,000.00	0.00	0.00	0.00	60,000.00	0.00	6,168.00	0.00	37.56	0.00	4,590.00	0.00	6,336.00	0.00	360.00	0.00	1,872.00	0.00	19,363.56	0.00	19,363.56
G014	Criminal Investigator III	64,000.00	0.00	0.00	0.00	64,000.00	0.00	6,168.00	0.00	37.56	0.00	4,896.00	0.00	6,758.40	0.00	384.00	0.00	1,996.80	0.00	20,240.76	0.00	20,240.76
TOTAL		\$ 579,000.00	\$ 102,498.00	\$ 2,548.00	\$ -	\$ 2,500.00	\$ 185,278.00	\$ 53,478.19	\$ 8,381.81	\$ 232.66	\$ 49.94	\$ 40,539.85	\$ 8,863.77	\$ 55,947.89	\$ 5,644.23	\$ 2,178.81	\$ 631.67	\$ 13,996.95	\$ 1,458.83	\$ 167,996.56	\$ 26,787.49	\$ 194,184.01

