

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 15

County of Boone

In the County Commission of said county, on the

15th

day of September

20 15

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby recognize September 13-19, 2015 as Direct Support Professionals Week.

Done this 15th day of September, 2015.

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller

Karen M. Miller  
District I Commissioner

Janet M. Thompson  
Janet M. Thompson  
District II Commissioner

**PROCLAMATION RECOGNIZING  
SEPTEMBER 13-19, 2015 AS  
DIRECT SUPPORT PROFESSIONALS WEEK**

- Whereas,* direct support professionals, direct care workers, personal assistants, personal attendants and in-home support workers are the primary providers of long-term services for millions of individuals with disabilities; and
- Whereas,* a direct support professional must build a close, trusted relationship with an individual with disabilities; and
- Whereas,* direct support professionals provide a broad range of support including preparing of meals, helping with medications, bathing, dressing, mobility and getting to school, work, religious and recreational activities; and
- Whereas,* direct support professionals allow an individual with disabilities to live successfully in the community; and
- Whereas,* the majority of direct support professionals are employed in home and community-based settings, and that number is projected to increase over the next decade; and
- Whereas,* approximately 725 direct support professionals currently provide support to over 700 people with disabilities in our community.
- Therefore,* in recognition of the dedication of and vital role played by direct support professionals in enhancing the lives of individuals with disabilities, the Boone County Commission does hereby declare September 13-19, 2015 as Direct Support Professionals Week.

IN TESTIMONY WHEREOF, this 15th day of September, 2015.



ATTEST:

*Wendy S. Noren*  
Wendy S. Noren, County Clerk

*Daniel K. Atwill*  
Daniel K. Atwill, Presiding Commissioner

*Karen M. Miller*  
Karen M. Miller, District I Commissioner

*Janet M. Thompson*  
Janet M. Thompson, District II Commissioner

# CERTIFIED COPY OF ORDER

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Term. 20 15

STATE OF MISSOURI }  
County of Boone } ea.

15th day of September 20 15

In the County Commission of said county, on the  
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby accept the attached 2016 State Cyber Crime Grant award on behalf of the Boone County Sheriff's Department from the Missouri Department of Public Safety.

It is further ordered the Presiding Commissioner is hereby authorized to sign said grant award.

Done this 15th day of September, 2015.

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner  
Karen M. Miller  
Karen M. Miller  
District I Commissioner  
Janet M. Thompson  
Janet M. Thompson  
District II Commissioner

**JEREMIAH W. (JAY) NIXON**  
Governor

**LANE J. ROBERTS**  
Director



Lewis & Clark Building, 4<sup>th</sup> Floor  
Mailing Address: P.O. Box 749  
Jefferson City, MO 65102-0749  
Telephone: 573-751-4905  
Fax: 573-522-1908  
Internet Address:  
<http://www.dps.mo.gov>

**STATE OF MISSOURI  
DEPARTMENT OF PUBLIC SAFETY  
OFFICE OF THE DIRECTOR**

September 9, 2015

Detective Tracy Perkins  
Boone County, Cyber Task Force  
2121 County Drive  
Columbia, Missouri 65202

Re: Contract Number: **2016-SCCG-001**  
Project Title: **Boone County Sheriff's Department Cyber Crimes Task Force**

Dear Detective Perkins:

The status of the above referenced application under the 2016 State Cyber Crime Grant (SCCG) funding opportunity has changed from "Approved" to "Awarded".

Enclosed is the Award of Contract and Certified Assurance document. The proper Authorized Official and Project Director, as identified on the forms, must sign each document. If there are personnel changes, please contact my office. The signatures must be original; stamped signatures will not be accepted!

The following documents must be received by our office as soon as possible:

- Signed Award of Contract document
- Signed Certified Assurance document
- Printed copy of your 2016 SCCG Application

To print a copy of your SCCG application, you must be logged into WebGrants at <https://dpsgrants.dps.mo.gov> and in the Grant Tracking (My Grants module) section of the above-referenced project. In the Grant Components list, select the component titled "Application". Please do not print the application on both sides of the paper. Also, please do not staple your application – use a paper clip or binder clip to keep the application together.

The above referenced documents should be mailed or hand-delivered to:

Missouri Department of Public Safety  
Attn: CJ/LE Section  
PO Box 749  
1101 Riverside Drive  
Jefferson City, MO 65102

A signed copy of the contract documents will be returned for your records. If you have questions or are unable to meet the above deadline, please contact me at [heather.haslag@dps.mo.gov](mailto:heather.haslag@dps.mo.gov) or (573) 751-1318.

Sincerely,

Heather Haslag  
CJ/LE Program Manager

cc: File  
Enclosures



MISSOURI DEPARTMENT OF PUBLIC SAFETY  
OFFICE OF THE DIRECTOR  
AWARD OF CONTRACT

P.O. Box 749  
Jefferson City, Missouri 65102  
Phone: (573) 751-4905

Program Area: <b>2016 State Cyber Crime Grant (SCCG) Program</b>	Catalog of Federal Domestic Assistance (CFDA) #: <b>N/A</b>
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Sub-recipient Name:  
**Boone County, Cyber Task Force**

Project Title:  
**Boone County Sheriff's Department Cyber Crimes Task Force**

Contract Period: <b>6/1/2015 to 5/31/2016</b>	State Funds Awarded: <b>\$141,031.58</b>	Contract Number: <b>2016-SCCG-001</b>
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Award is hereby made in the amount and for the period shown above to the above-mentioned Sub-recipient. This award is subject to compliance with the general conditions governing grants and contracts, as well as, any attached Certified Assurances. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

The undersigned hereby certify acceptance of the above-described contract on the terms and conditions specified or incorporated by reference above and herein, including those stated in the contract application.

Daniel Atwill

Sub-recipient Authorized Official Name

  
Sub-recipient Authorized Official Signature

9-15-15  
Date

Dwayne Carey

Sub-recipient Project Director Name

  
Sub-recipient Project Director Signature

9-10-15  
Date

**This contract shall be in effect for the duration of the contract period stated herein, and funds shall become available on the award date with the signed return of this form to the Missouri Department of Public Safety and the signature of the Authorized Official of the Missouri Department of Public Safety.**

\_\_\_\_\_  
Authorized Official, MO Department of Public Safety

06/01/2015  
Date



**MISSOURI DEPARTMENT OF PUBLIC SAFETY  
OFFICE OF THE DIRECTOR**



**STATE CYBER CRIME GRANT (SCCG)  
2016 CERTIFIED ASSURANCES**

<b>Sub-recipient Name:</b>	Boone County, Cyber Task Force	<b>Contract Number:</b>	2016-SCCG-001
<b>Project Title:</b>	Boone County Sheriff's Department Cyber Crimes Task Force		

The Sub-recipient hereby assures and certifies compliance with all the following certified assurances:

**General:**

1. The Sub-recipient assures that it shall comply, and all its subcontractors shall comply, with the applicable provisions of the SCCG Solicitation, the DPS Financial and Administrative Guide, the Travel Guidelines, and other applicable state laws or regulations.
2. **Compliance Training:** As a recipient of state funds, the Sub-recipient is required to attend the Compliance Training hosted by the Missouri Department of Public Safety. The Compliance Training may be hosted in-person or as a webinar to provide post-award information to include, but not limited to, award acceptance, project implementation, reporting requirements, contract changes, civil rights compliance, monitoring responsibilities, record retention, internal controls, and accounting responsibilities
3. **Non-Supplanting:** The Sub-recipient assures that state funds made available under this contract will not be used to supplant state and local funds, but will be used to increase the amount of funds that would, in the absence of these funds, be made available for the activities of this project.
4. **Change in Personnel:** The Sub-recipient agrees to notify, within a timely manner, the Missouri Department of Public Safety if there is a change in or temporary absence of personnel as it affects the 'My Profile' module, 'Contact Information' form, and/or 'Budget' form within WebGrants. The notification shall be sent through the 'Correspondence' component of WebGrants to the appropriate Internal Contact with the *Change of Information* form attached.
5. **Contract Adjustments:** The Sub-recipient understands that any deviation from the approved contract must have prior approval from the Missouri Department of Public Safety. No additional funding shall be awarded to a Sub-recipient but changes from one budget line to another budget line may be possible if the request is allowable and within the scope of the guidelines. Prior approval must be requested as a Contract Adjustment via WebGrants.
6. **Monitoring:** The Sub-recipient agrees to maintain the records necessary to evaluate the effectiveness of the project. In addition, the Sub-recipient assures that all documentation or records relating to this contract shall be made available to monitoring representatives of the Missouri Department of Public Safety, Office of the Director, immediately upon request. The Sub-recipient assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe, will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract.
7. **Employment of Unauthorized Aliens:** Pursuant to Section 285.530.1 RSMo, the Sub-recipient assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, the Sub-recipient shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

In accordance with Sections 285.525 to 285.550, RSMo a general contractor or subcontractor of any tier shall not be liable when such contractor or subcontractor contracts with its direct subcontractor who violates subsection 1 of Section 285.530, RSMo if the contract binding the contractor and subcontractor affirmatively states that the direct subcontractor is not knowingly in violation of subsection 1 of Section 285.530, RSMo and shall not henceforth be in such violation and the contractor or subcontractor receives a sworn affidavit under the penalty of perjury attesting to the fact that the direct subcontractor's employees are lawfully present in the United States.

8. **Relationship**: The Sub-recipient agrees that they will represent themselves to be an independent Sub-recipient offering such services to the general public and shall not represent themselves or their employees to be employees of the Missouri Department of Public Safety or the Office of the Director. This provision is not applicable to the Missouri Department of Public Safety or any of its divisions or programs. The Sub-recipient shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc.
9. **Uniform Crime Reporting (UCR)**: The Sub-recipient assures that its law enforcement agency is in full compliance with Section 43.505 RSMo relating to uniform crime reporting and will remain in full compliance for the duration of the contract period.
10. **Racial Profiling**: The Sub-recipient assures that its law enforcement agency is in full compliance with Section 590.650 RSMo relating to racial profiling and will remain in full compliance for the duration of the contract period.
11. **Federal Equitable Sharing Funds**: The Sub-recipient assures that its law enforcement agency is in compliance with Section 513.653 RSMo relating to participation in the federal forfeiture system and the reporting of proceeds received therefrom to the Missouri Department of Public Safety and the Missouri State Auditor.
12. **Custodial Interrogations**: The Sub-recipient assures that its law enforcement agency is in full compliance with Section 590.700 RSMo relating to custodial interrogations and has adopted a written policy to record custodial interrogations of persons suspected of committing or attempting to commit the felony crimes described in subsection 2 of this section.
13. **DWI Law**: The Sub-recipient assures that its law enforcement agency is in full compliance with Section 577.005 RSMo relating to the "DWI Law" and has adopted a written policy to forward arrest information for all intoxication-related traffic offenses to the central repository as required by Section 43.503 RSMo. In addition, the Sub-recipient assures that its county prosecuting attorney or municipal prosecutor is in full compliance with Section 577.005 RSMo relating to the "DWI Law" and has adopted a written policy to forward all charge information for intoxication-related traffic offenses to the central repository as required by Section 43.503 RSMo.

#### **Civil Rights:**

1. **Unlawful Employment Practices**: The Sub-recipient assures compliance with Section 213.055 RSMo in regards to non-discrimination in employment practices as it relates to race, color, religion, national origin, sex, ancestry, age, or disability.
2. **Discrimination in Public Accommodations**: The Sub-recipient assures compliance with Section 213.065 RSMo in regards to non-discrimination in public accommodations as it relates to accommodations, advantages, facilities, services, or privileges made available in place of public accommodations.

## **Financial:**

1. **Fund Availability:** The Sub-recipient understands all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. It is understood and agreed upon that, in the event funds from state sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in state law relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
2. **Release of Funds:** No funds will be disbursed under this contract until such time as all required documents are signed by the Authorized Official and Project Director and returned to the Missouri Department of Public Safety, Office of the Director for final review and signature by the Director or his/her designee.
3. **Allowable Costs:** The Sub-recipient understands that only allowable and approved contract expenditures will be reimbursed under this contract. These monies may not be utilized to pay debts incurred by other activities. The Sub-recipient agrees to obligate funds no later than the last day of the contract period. Any deviation from the approved contract must have prior approval from the Missouri Department of Public Safety. The Sub-recipient shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety. The Sub-recipient certifies that all expendable and non-expendable property purchased with funds under this contract shall be used for criminal justice purposes only.
4. **Financial Reporting Requirements:** The Sub-recipient agrees to complete and submit any financial reports required for this program as outlined in the SCCG Solicitation. Failure to submit reports by the deadline dates may result in delay for reimbursement requests and/or cancellation of the contract.
5. **Project Income:** The Sub-recipient agrees to account for project income generated by the activities of this contract, and shall report receipts and expenditures of this income on the monthly Claim report. The Sub-recipient understands that all project income generated as a result of this contract shall be expended during the life of the contract.
6. **Procurement:** The Sub-recipient assures that all procurement transactions whether negotiated or competitively bid and without regard to dollar value shall be conducted in a manner to provide maximum open and free competition. In addition, the Sub-recipient assures that all procurement transactions will meet the minimum standards set forth in the *DPS Financial and Administrative Guidelines* and identified here:
  - A. All quotations and the rationale behind the selection of a source of supply shall be retained, attached to the purchase order copy, and placed in the accounting files.
  - B. Purchases to a single vendor totaling less than \$3,000 may be purchased with prudence on the open market.
  - C. Purchases estimated to total between \$3,000 but less than \$24,999 to a single vendor, must be competitively bid, but need not be solicited by mail or advertisement.
  - D. Purchases with an estimated total of \$25,000 or over to a single vendor shall be advertised for bids in at least two daily newspapers of general circulation in such places as are most likely to reach prospective bidders at least five days before bids for such purchases are to be opened.
  - E. Where only one bid or positive proposal is received, it is deemed to be sole source procurement.
  - F. Sole source procurement on purchases to a single vendor of \$3,000 and over requires prior approval from the Missouri Department of Public Safety.
7. **Buy American:** The Sub-recipient acknowledges Sections 34.350-34.359 RSMo regarding the Domestic Product Procurement Act (or commonly referred to as the Buy American Act) and the requirement to purchase or lease goods manufactured or produced in the United States, unless exceptions to the Buy American mandate in Section 34.353 RSMo are met.



8. **Buy Missouri:** The Sub-recipient also acknowledges Sections 34.070 and 34.073 RSMo regarding the preference given to all commodities and tangible personal property manufactured, mined, produced, or grown within the state of Missouri and to all firms, corporations, or individuals doing business as Missouri firms, corporations, or individuals, or which maintain Missouri offices or places of business, when quality is equal or better and delivered price is the same or less, quality of performance promised is equal or better and the price quoted is the same or less, or when competing bids are comparable.
9. **Debarment:** The Sub-recipient acknowledges 1 CSR 40-1.060 relating in part to the restriction of not entering into a contract with a suspended or debarred vendor as established by the State or Federal Government. The State does not consider bids submitted by a suspended or debarred vendor. Therefore, because SCCG grant monies are state funds, local units shall adhere to a similar practice. The complete list of suspended or debarred vendors, as set by the State of Missouri, Office of Administration, Division of Purchasing and Materials Management can be found at <http://content.ia.mo.gov/sites/default/files/suspven.pdf>.
10. **Audit:** An audit is required for the agency fiscal year when state financial assistance (which consists of all monies received from State Government or state funds passed through state agencies), of \$250,000 or more is expended by the applicant agency. If an audit is required, the Sub-recipient assures that such audit will be submitted to the Missouri Department of Public Safety, Office of the Director.
11. **Termination of Award:** The Missouri Department of Public Safety, Office of the Director, reserves the right to terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the Sub-recipient of the effective date of termination. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the Sub-recipient under the contract shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri.

In the event that the Missouri Department of Public Safety determines that a Sub-recipient is operating in a manner inconsistent with the provisions of the application or is failing to comply with the applicable state requirements governing these funds, the Missouri Department of Public Safety may permanently or temporarily terminate the contract. In the event a contract is permanently terminated, the Missouri Department of Public Safety may take action as deemed appropriate to recover any portion of the contract funds remaining or an amount equal to the portion of the contract funds wrongfully used.

12. **Enforceability:** If a Sub-recipient fails to comply with all applicable state requirements governing these funds, the State of Missouri may withhold or suspend, in whole or in part, funds awarded under the program, or recover misspent funds following an audit. This provision is in addition to all other remedies provided to the State of Missouri for recovery of misspent funds available under all applicable state and federal laws.

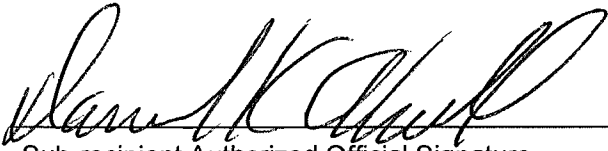
### **Programmatic:**

1. **Time Records Requirement:** The Sub-recipient assures that all project personnel funded through this contract will maintain timesheets that detail 100% of their time along with the activities/services provided. These timesheets must be provided to the Missouri Department of Public Safety upon request.
2. **Duplication of Networks:** The Sub-recipient assures that all equipment/software requested and purchased under this contract application must be compatible with the statewide system. All software, if applicable, must be compatible with the statewide criminal records system.
3. **Data Reporting Requirements:** The Sub-recipient agrees to complete and submit any data or statistical reports required for this program as outlined in the SCCG Solicitation. Failure to submit reports by the deadline dates may result in delay for reimbursement requests and/or cancellation of the contract.

**The Sub-recipient Authorized Official and Sub-recipient Project Director hereby certifies, by signature, the terms and conditions specified or incorporated by reference herein, including those stated in the funding opportunity solicitation.**

Daniel Atwill

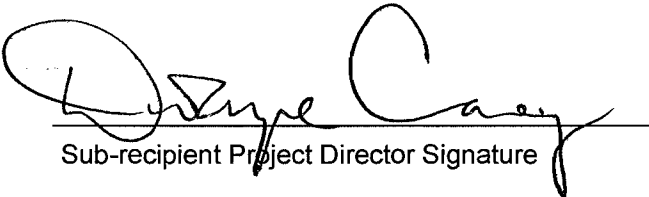
\_\_\_\_\_  
Sub-recipient Authorized Official Name

  
\_\_\_\_\_  
Sub-recipient Authorized Official Signature

9-15-15  
Date

Dwayne Carey

\_\_\_\_\_  
Sub-recipient Project Director Name

  
\_\_\_\_\_  
Sub-recipient Project Director Signature

9-10-15  
Date



Application

52747 - 2016 SCCG - Final Application

52798 - Boone County Sheriff's Department Cyber Crimes Task Force  
State Cyber Crime Grant (SCCG)

Status: Awarded  
Original Submitted Date: 06/25/2015 4:45 PM  
Last Submitted Date: 09/03/2015 10:23 AM

Applicant Information

Primary Contact:

Name:\* Detective Tracy Perkins  
Title First Name Last Name  
Job Title:\* Detective  
Email:\* TWest@boonecountymo.org  
Mailing Address:\* 2121 County Drive  
Street Address 1:  
Street Address 2:  
\* Columbia Missouri 65202  
City State/Province Postal Code/Zip  
Phone:\* 573-442-4598 Ext.  
Fax:\* 573-442-4966

Organization Information

Applicant Agency:\* Boone County, Cyber Task Force  
Organization Type:\* Government  
Federal Tax ID#:\* 436000349  
DUNS #:\* 182739177

**CCR Code:** 4KKC8 **09/25/2015**  
Valid Until Date  
**Organization Website:** www.showmeboone.com  
**Mailing Address:\*** 801 E. Walnut Street  
**Street Address 1:**  
**Street Address 2:**  
**City\*** Columbia Missouri 65201 7732  
City State/Province Postal Code/Zip + 4  
**County:\*** Boone  
**Congressional District:\*** 04  
**Phone:\*** 573-886-4305 Ext.  
**Fax:\*** 573-886-4311

## Contact Information

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### Authorized Official

*The Authorized Official is the individual that has the ability to legally bind the applicant agency in a contract. Refer to the above mentioned Grant Solicitation for further instructions.*

**Name:\*** Mr. Daniel Atwill  
Title First Name Last Name

**Job Title:\*** Presiding Commissioner

**Agency:\*** Boone County Commission

**Mailing Address:\*** 801 East Walnut Street  
Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.

**Street Address 1:**  
If a PO Box is entered on the Mailing Address line, enter the physical street address here.

**Street Address 2:**

**City/State/Zip:\*** Columbia Missouri 65201  
City State Zip

**Email:\*** datwill@boonecountymo.org

**Phone:\*** 573-886-4305 Ext.

**Fax:\*** 573-886-4311

### Project Director

*The Project Director is the individual that will have direct oversight of the proposed project. Refer to the above mentioned Grant Solicitation for further instructions.*

Name:\* Sheriff Dwayne Carey  
Title First Name Last Name

Job Title:\* Sheriff

Agency:\* Boone County Sheriff's Department

Mailing Address:\* 2121 County Drive  
Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.

Street Address 1:  
If a PO Box is entered on the Mailing Address line, enter the physical street address here.

Street Address 2:

City/State/Zip:\* Columbia Missouri 65202  
City State Zip

Email:\* dcarey@boonecountymmo.org

Phone:\* 573-875-1111 6219  
Ext.

Fax:\* 573-874-8953

**Fiscal Officer**

*The Fiscal Officer is the individual who has responsibility for accounting and audit issues at the applicant agency level. Refer to the above mentioned Grant Solicitation for further instructions.*

Name:\* Mr. Tom Darrough  
Title First Name Last Name

Job Title:\* County Treasurer

Agency:\* Boone County Treasurer's Office

Mailing Address:\* 801 East Walnut Street  
Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.

Street Address 1:  
If a PO Box is entered on the Mailing Address line, enter the physical street address here.

Street Address 2:

City/State/Zip:\* Columbia Missouri 65201  
City State Zip

Email:\* tdarrough@boonecountymmo.org

Phone:\* 573-886-4367  
Ext.

Fax\* 573-886-4369

**Officer in Charge**

*The Officer in Charge is the individual that will act as the supervisor or commander of the proposed project.*

Name:\* Detective Tracy Perkins  
Title First Name Last Name

**Job Title:\*** Task Force Coordinator  
**Agency:\*** Boone County Sheriff's Department  
**Mailing Address:\*** 2121 County Drive  
Enter a PO Box where applicable. If a PO Box is not applicable, enter the physical street address.  
**Street Address 1:**  
If a PO Box is entered on the Mailing Address line, enter the physical street address here.  
**Street Address 2:**  
**City/State/Zip:\*** Columbia Missouri 65202  
City State Zip  
**Email:\*** twest@boonecountymmo.org  
**Phone:\*** 573-442-4598  
Ext.  
**Fax:\*** 573-442-4966

## ***Project Summary***

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**Application Type:\*** Continuation  
**Current Contract Number(s):** 2015-SCCG-001  
**Program Category:\*** Law Enforcement  
**Project Type:\*** Regional  
**Geographic Area:\*** Boone County, including the cities of Columbia, Centralia, Ashland, Sturgeon, Hartsburg, Rocheport, Hallsville, and Harrisburg. Other Counties include Audrain, Callaway, Cole, Cooper, Howard, and Randolph. The largest cities in these counties are Mexico, Fulton, Jefferson City, Boonville, Fayette, and Moberly respectively. Located in Central Missouri.

**Brief Summary:\*** The major focus of the Boone County Sheriff's Department Cyber Crimes Task Force is the detection and investigation of Internet crimes committed against children. Investigations may include Internet enticement of children, promoting and possession of child pornography, trafficking of children for prostitution, cyber bullying, obscenity directed towards minors, and other crimes perpetrated through the use of computers, the Internet, or other electronic media.

The Task Force also provides forensic examinations of computers and other electronic media to law enforcement agencies and prosecuting attorneys.

To improve public safety, investigators assigned to this Task Force participate in a public awareness and education program to educate schools, parents, the community and other law enforcement agencies about the dangers of the Internet. These programs also serve to educate the public on methods to reduce the likelihood of becoming a victim of Internet crime. Primarily these programs are provided to public, private schools, parent organizations, civic groups, religious organizations, local media, and other group meetings.

Program Income  
Generated:\* Yes

## Personnel

Name	Title	Position	Employment Status	Salary per Pay Period	Number of Pay Periods	% of Funding Requested	Total Cost
Andy Evans	Detective	Retained	FT	\$1,875.20	26.0	100.0	\$48,755.20
Cody Bounds	Detective	Retained	FT	\$1,875.20	26.0	100.0	\$48,755.20
							\$97,510.40

## Personnel Justification

### Personnel Justification

*If personnel is not included in the budget, skip this section.*

*If personnel is included in the budget, provide the following justification for each position (preferably in the same order as the position is listed in the budget category):*

*If the position is new (created):*

- Provide a description of the job responsibilities the individual will be expected to perform
- Where applicable to the posted position, identify any experience and/or certification that will be expected of the individual

*If the position exists (retained):*

- Provide a description of the job responsibilities
- Provide a description of the experience possessed by the individual
- Identify any certification the individual possesses as it relates to the position

*If a salary change is included, address the individual's eligibility (or reason) for such change, the percentage of change, and the effective date of the change.*

**Andrew Evans** has been a certified law enforcement officer for 13 years. Evans was assigned to the Task Force in July 2014. Detective Evans primary responsibility is to handle reactive and proactive investigations involving crimes against children through the Internet. Additional duties is to conduct surveillance details, testify in State and Federal criminal proceedings, obtain and serve search warrants, prepare and participate in public awareness and education programs and attend any additional training for his position. In 2015, Detective Evans attended the ICAC Investigative Techniques and Undercover training courses. The courses will assist Evans in his current position.

This grant will retain this position.

**Cody Bounds** has been a certified law enforcement officer for 5 years. Deputy Bounds was assigned to the Task Force June 1, 2014. Prior to Detective Bounds hire with the Task Force he had completed a certification in Comp TIA A+ Hardware and Software. Since June 2014, Detective Bounds has completed 246 hours in forensics training, to include All Access Online Pass, FTK AccessData Bootcamp and a certified Cellebrite examiner. Detective Bounds primary responsibility is forensic examinations of electronic evidence. Bounds will occasionally investigate

Internet crime complaints, testify in State and Federal criminal proceedings, obtain search warrants and prepare evidence for court and attend further training for his position. This grant will retain this position.

## ***Personnel Benefits***

<b>Category</b>	<b>Item</b>	<b>Salary/Premium</b>	<b>Percentage/# of Periods</b>	<b>% of Funding Requested</b>	<b>Total Cost</b>
Dental Insurance	Dental Insurance	\$38.46	26.0	100.0	\$999.96
					\$999.96
FICA/Medicare	FICA/Medicare	\$97,510.40	0.0765	100.0	\$7,459.55
					\$7,459.55
Life Insurance	Life Insurance	\$3.70	26.0	100.0	\$96.20
					\$96.20
Long-Term Disability	Long-Term Disability	\$97,510.40	0.0038	100.0	\$370.54
					\$370.54
Medical Insurance	Medical Insurance	\$410.54	26.0	100.0	\$10,674.04
					\$10,674.04
Pension/Retirement	Pension 401 (A) Match	\$25.00	26.0	100.0	\$650.00
					\$650.00
Workers Comp	Workers Comp	\$97,510.40	0.033	100.0	\$3,217.84
					\$3,217.84
					\$23,468.13

## ***Personnel Benefits Justification***

### **Benefits Justification**

*If personnel benefits are not included in the budget, skip this section.*

*If personnel benefits are included in the budget, provide justification for each fringe benefit (preferably in the same order as the cost is listed in the budget category) to identify the cost and why it is needed.*

*If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

All benefits paid to Task Force members are determined by calculations provided by Boone County. Cody Bounds and Andrew Evans benefits are the same as those paid to all employees of Boone County.

**Dental Insurance** is insurance to pay basic dental care for each employee. The current cost is a bi-weekly premium of \$19.23 per employee.

**FICA/Medicare** is contributed by Boone County to the IRS at the rate of 7.65% of salary as set by the federal government for Social Security and Medicare.



**Life Insurance** is insurance paid for each Boone County employee. The current cost is a bi-weekly premium of \$1.85 per employee.

**Long-Term Disability** is insurance to pay for long term disability in case an employee is disabled for an extended period.

**Medical Insurance** is health insurance paid for each employee. The current cost is a bi-weekly premium of \$205.27 per employee.

**Pension/Retirement** is the county's portion of payments made to the employee's 401(A). The current cost is a bi-weekly premium of \$25.00 per employee. Cody Bounds has opted out of the pension match. This will cover Andy Evans only.

**Workers Compensation** is paid in case the employee is injured on the job. The 2015 current rate is 3.30% of salary.

## **Personnel Overtime**

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<b>Name</b>	<b>Title</b>	<b>Hourly Overtime Pay</b>	<b>Hours on Project</b>	<b>% of Funding Requested</b>	<b>Total Cost</b>
					\$0.00

## **Personnel Overtime Justification**

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### **Overtime Justification**

*If overtime is not included in the budget, skip this section.*

*If overtime is included in the budget, provide the following justification:*

- *description of the job responsibilities, experience possessed, and any certification possessed as it relates to the proposed project for any personnel positions not included in the Personnel budget category*
- *description of why overtime funding is necessary to the project*
- *rationale for the number of hours budgeted for overtime, per position where applicable*

*If a change in overtime pay rate is included, address the individual's eligibility (or reason) for such change, the percentage of change, and the effective date of the change.*

## **Personnel Overtime Benefits**

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Category	Item	Overtime/Premium	Percentage/# of Periods	% of Funding Requested	Total Cost
					\$0.00
					\$0.00

## Personnel Overtime Benefits Justification

### Overtime Benefits Justification

If overtime benefits are not included in the budget, skip this section.

If overtime benefits are included in the budget, provide justification for each fringe benefit (preferably in the same order as the cost is listed in the budget category) to identify the cost and why it is needed.

If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.

## Travel/Training

Category	Item	Unit Cost	Duration	Number	% of Funding Requested	Total Cost
Airfare/Baggage	Basic Computer Forensics Examiner- Airfare	\$500.00	1.0	1.0	100.0	\$500.00
Airport Parking	Basic Computer Forensics Examiner- Airport Parking	\$8.00	13.0	1.0	100.0	\$104.00
Airfare/Baggage	Basic Computer Forensics Examiner- Baggage	\$50.00	1.0	1.0	100.0	\$50.00
Fuel	Basic Computer Forensics Examiner- Fuel	\$50.00	1.0	1.0	100.0	\$50.00
Lodging	Basic Computer Forensics Examiner- Lodging	\$133.00	12.0	1.0	100.0	\$1,596.00
Meals	Basic Computer Forensics Examiner- Meal	\$30.00	13.0	1.0	100.0	\$390.00
Registration Fee	Basic Computer Forensics Examiner- Registration	\$2,795.00	1.0	1.0	100.0	\$2,795.00
Rental Car	Basic Computer Forensics Examiner- Rental Car	\$500.00	1.0	1.0	100.0	\$500.00
Registration Fee	Cellebrite Certified Logical Operator (CCLO) Course- Online Fee	\$1,295.00	1.0	1.0	100.0	\$1,295.00
Lodging	Freenet Investigator Training- Lodging	\$117.66	3.0	2.0	100.0	\$705.96
Meals	Freenet Investigator Training- Meals	\$44.00	4.0	2.0	100.0	\$352.00
Airfare/Baggage	ICAC Online Ads- Airfare	\$500.00	1.0	1.0	100.0	\$500.00
Airport Parking	ICAC Online Ads- Airport Parking	\$8.00	5.0	1.0	100.0	\$40.00
Fuel	ICAC Online Ads- Fuel	\$60.00	1.0	1.0	100.0	\$60.00
Hotel Parking	ICAC Online Ads- Hotel Parking	\$12.00	4.0	1.0	100.0	\$48.00
Lodging	ICAC Online Ads- Lodging	\$104.34	4.0	1.0	100.0	\$417.36
Meals	ICAC Online Ads- Meals	\$35.00	5.0	1.0	100.0	\$175.00
Rental Car	ICAC Online Ads- Rental Car	\$220.00	1.0	1.0	100.0	\$220.00



training will be attended by Andy Evans.

## Equipment

Item	Description	Unit Cost	Quantity	Source of Bid	% of Funding Requested	Total Cost
						\$0.00

## Equipment Justification

### Equipment Justification

*If equipment is not included in the budget, skip this section.*

*If equipment is included in the budget, provide the following for each budget line item (preferably in the same order listed in the budget category):*

- *What is the item?*
- *How will the item be used?*
- *Who will use the item?*
- *Is the item a replacement to current equipment, in addition to current equipment, or something the agency doesn't currently have?*

## Supplies/Operations

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost
Anti-Virus Software-Renewal (12)	Annual	\$248.04	1.0	100.0	\$248.04
Domain Registration	Annual	\$25.00	1.0	100.0	\$25.00
Website Hosting (Sept to May)	Annual	\$203.51	1.0	100.0	\$203.51
Website Hosting (June to Aug)	Monthly	\$12.00	3.0	100.0	\$36.00
					\$512.55

## Supplies/Operations Justification

### Supplies/Operations Justification

*If supplies/operations are not included in the budget, skip this section.*

*If supplies/operations are included in the budget, provide the following justification for each expense (preferably in the same order listed in the*

budget category):

- why the supply or operational cost is necessary for the proposed project, making sure to clearly identify how the item will be used
- who will use (or benefit from) the supply or operational cost

If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.

**AVG Anti-Virus Software Renewal.** This is software for anti-virus and Internet Security. Currently all Task Force computers are running AVG software and need to continue with the subscription to prevent any virus or Trojan intrusions that potentially could hinder the use of any Task Force computer. The Task Force forensic examiners run this software on a suspect's computer to determine any viruses currently on the suspect's machine. The Task Force investigators will use the software on all undercover computers and forensic machines. The Task Force has 12 computers up for renewal.

**Domain Registration-** having a registered domain for **bcsdcybercrimes.com** will allow the Task Force to have an online presence. Failing to continue with the annual renewal of this registration would cause disruption to the website services, making it difficult for the community to locate the Task Force through the Internet. On September 1, 2015 the Task Force will be transferring the Domain Registration to the same company that will be used for the website host called HostGator.

**Website Hosting Sept to May** On September 1, 2015 the Task Force will be changing to a new website host called HostGator. In addition to the website host service, the company offers a premium protection plan called SiteLock to protect our website from malicious malware. The Task Force feels this is necessary to protect our website based on recent government website attacks where sites were compromised. This website host will be renewed annually.

**Website Hosting June to Aug-** Our Task Force has maintained a website since 2007. The site can be located at [www.bcsdcybercrimes.com](http://www.bcsdcybercrimes.com). This website provides information pertaining to keeping children and families safe online, including articles and research papers. The website provides links to important sites such as the Missouri Task Force and the reporting site, the National Center for Missing and Exploited Children. Currently this website is supported by Microsoft 360 and will be terminating their site in 2016. The Task Force will be moving to a new host September 1, 2015.

## Contractual

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost
AccessData FTK License Renewal (2)	Annual	\$2,238.00	1.0	100.0	\$2,238.00
Air Card	Monthly	\$40.60	12.0	100.0	\$487.20
IACIS- Membership Fee	Annual	\$100.00	1.0	100.0	\$100.00
Internet Service	Annual	\$719.00	1.0	100.0	\$719.00
UFED Touch Ultimate Software- Renewal (2)	Annual	\$6,197.98	1.0	100.0	\$6,197.98
					\$9,742.18

## Contractual Justification

## Contractual Justification

*If contractual or consultant services are not included in the budget, skip this section.*

*If contractual or consultant services are included in the budget, provide the following justification for each expense (preferably in the same order listed in the budget category):*

- *why the item is necessary for the proposed project, making sure to clearly identify how the item is used*
- *who will use (or benefit from) the item*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Access Data FTK License Renewal.** This is an annual renewal and supports the Forensic Tool Kit Forensic software by Access Data. FTK is used by forensic examiners that provides comprehensive processing and indexing of computers, hard drives, and other digital media for analyzing evidence recovered in investigations. The license will be used by Cody Bounds, and the replacement personnel Detective Dustin Heckmaster for Captain Richardson. Each FTK license will expire around October 31, 2015. Last year, the Task Force used forfeiture money to renew their FTK license because the delay in State grant funding and the University used general funds. When the grant money was released, the Task Force requested and received authorization to reimburse the University. Detective Heckmaster has completed the NW3C BDRA and IDRA classes. Captain Richardson will continue to conduct forensic examinations and supply Heckmaster with hands-on training until he receives more in-depth training.

**Air Card (Internet Wireless) Renewal.** This renewal allows investigators to access the Internet from remote sites. This device is used for enticement investigations when the decoy investigator needs to be at a meeting site or further investigation beyond normal business hours. This service allows investigators to access the Internet when away from the office area in surrounding counties. This is a continuation of our current air card account.

**IACIS (International Association of Computer Investigative Specialists)-Membership Fee-** This is an annual membership fee due when Detective Bounds is approved to attend his training or any other IACIS training in the future. The membership will allow the applicant to maintain their certifications, networking with other forensics examiners, and annual certifications proficiency test. The membership is for Cody Bounds.

**Internet Service.** This is an undercover Internet account for investigators to conduct undercover investigations and for both investigators and forensic examiners to have Internet access to areas necessary for their investigations yet restricted through governmental Internet accounts. This is a continuation of our current Internet account.

**UFED Touch Ultimate Software Renewal-** The software is designed to meet the challenges of recovering massive amount of data stored in the modern mobile devices. The UFED software is able to extract, decode, analyze and report data. Each machine and software were bought in 2014 by other monies due to the grant not being renewed by the time each department needed funds to pay for this cost. This software is a renewal for the Task Force UFED machine and the University Police Department UFED machine. The software will be utilized by Detective Dustin Heckmaster at the University Police Department who will be replacing Scott Richardson forensic position. Both Cody Bounds and Tracy Perkins will be utilizing the UFED software located at the Boone County Task Force. Detective Heckmaster has completed a Search High Tech Crimes Unit Core Skills class. Captain Scott Richardson will be assisting hands-on training with Heckmaster until further training is completed. Detective Perkins has requested for additional training through Cellebrite to received certification in logical analysis.

## Total Budget

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Total Project Cost:                   \$141,031.58

## Brief History

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### Brief History\*

Identify the following information to provide an overview of the project:

- When the task force originally organized
- Why the task force originally organized
- The number of agencies involved in the task force at the time of organization

In 1999, the Boone County Sheriff's Department began actively investigating crimes perpetrated through the use of a computer and the Internet. In 2002, the Boone County Sheriff's Department focused on investigating the distribution of child pornography and in 2004 began covert investigations into the distribution of child pornography. The enticement and solicitation of children continues to grow, along with the distribution of child pornography.

In January 2007, the Boone County Sheriff's Department joined forces with the Columbia Police Department and the Boone County Prosecuting Attorney's office to establish the Mid-Missouri Internet Crimes Task Force. Within a year the University Police Department joined the Task Force.

The Task Force changed names to the Boone County Sheriff's Department Cyber Crimes Task Force in 2010. The Task Force continues to work investigations, both reactive and proactive cases involving children through the Internet.

## Statement of the Problem

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### Statement of the Problem\*

Provide the following information to define the problem that you will be attempting to impact with the project for which you are requesting funds:

- Identify the problem(s) being addressed by the use of funds being requested.
- Include current facts and statistics on incidents of crime and/or growing trends to demonstrate a need for funding.
- Identify existing resources (or the lack thereof), demographic and geographic specifications, etc. to demonstrate a need for funding.

With the overwhelming increase in the use of Internet and technology, the frequency of criminal activity occurring through the use of technology is also increasing. Crimes against children such as enticement, child pornography, sexual assault, human trafficking, and other forms of child exploitation continue to increase every year. Over the past few years the Task Force has lowered the amount of proactive investigations because reactive cases have increased dramatically. The lack of personnel to work both proactive and reactive investigation plays a huge impact on the amount of cases not being worked.

Since 200, the number of investigations has fluctuated over the past few years, but we maintain an average of over 100 cases per year. Between January 1, 2007 and December 31, 2014 the Task Force had conducted 901 investigations with over 179 arrests and performed 1032 forensic examinations. The majority of cases handled by the Task Force are the distribution, possession and production of child pornography; including Cyber Tip reports from the National Center for Missing and Exploited Children, and the enticement of a child.

	2007	2008	2009	2010	2011	2012	2013	2014
<b>Investigations</b>	108	120	112	127	137	121	96	80
<b>Reactive</b>	38	61	56	72	104	98	81	70
<b>Proactive</b>	70	59	56	55	33	23	15	10

<b>Arrests</b>	19	26	25	18	33	16	30	12
<b>Forensic Examinations</b>	52	109	132	164	214	133	115	113

The Task Force has been able to maintain the caseload since 2007, with 2 full time investigators and since June 2014, 1 full-time forensic examiner. The Task Force relies 100% of grant resources to cover salaries, benefits, training and supplies for the Task Force to continue. The Task Force has no other local money to support the cost associated with the unit. Occasionally, the Task Force will receive reimbursement money from the Courts stemming from forensic examinations, and/or Missouri ICAC money, but the amounts are unpredictable, and no where enough to support the unit.

The Task Force serves 7 counties and no other law enforcement agency in the service area can support out of pocket personnel to be assigned to the Task Force, even on a part or full-time basis. Currently, the Task Force has 2 full-time investigators that work any investigation in the seven counties that initially was reported directly to our unit, either by a CyberTip report or the general public contacting our unit directly.

Crimes against children through the Internet continue to increase, so will the amount of hours spent on each individual case, either through investigation and/or forensic examinations. If there were other resources, such as, personnel and/or local money contributions did exist, the resources would still be insufficient to maintain the level of training, supplies and equipment needed to work the cases effectively, and even the cost expense to support the staff. The Task Force would not be able perform at the current level without the assistance of the grant.

## Goals and Objectives

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### Goals and Objectives\*

*Explain your expectations for the proposed program. Be specific.*

*Goals are the program's desired results. The goals should be clearly stated, realistic and achievable, even if they are not readily measurable. Objectives are the intermediate results or accomplishments to achieve each goal. The objectives must be both measurable and achievable.*

The goal of the Boone County Sheriff's Department Cyber Crimes Task Force is to help prevent the number of children and families becoming victims. And for those who have become victims perpetrated through the Internet to apprehend those responsible for the crimes committed. Four goals are outlined through both investigative and educational methods. Each goal is important and stands on its own merit and is not necessarily ranked in any specific order.

**Goal #1-** Continue to work new investigations, both reactive and proactive Internet crimes against children.

Objective # 1- During the 12 month grant period; increase new investigations by 5%, calculating from the yearly total from the 2014-2015 reporting grant period.

Objective #2- During the 12 month grant; conduct at least 5 proactive investigations involving the exploitation of children through the Internet, per quarter.

Objective #3- During the 12 month grant; increase arrest of individuals perpetrating against children by 5%, calculating from the yearly total from the 2014-2015 reporting grant period.

**Goal #2-** Continue forensic examinations, both computer and cell phones

Objective #1- During the 12 month grant; exam at least 20 electronic evidence, per quarter.



**Goal #3-** Continue educating schools and community groups about Internet safety and children.

Objective #1- In the 12 month grant period; provide at least 20 community presentations to parents and students, annually.

Objective #2- In-service training for the Missouri School Resource Officer conference to help law enforcement officers be aware and more knowledgeable about Internet crimes and students. This training will be during the first quarter of the grant period. The Task Force would like to expand further training among local law enforcement, but currently the SRO conference is the only in-service trainings scheduled for the first quarter. The Task Force is working on getting Post Certification for any future in-service training beside SRO's.

Objective #3- Updating a new website to make the site more interactive and easier for the community and law enforcement agencies to contact us and access information. The new website page will be available September 1, 2015, and will be fully functioning within a month or less.

**Goal #4-** Collecting data from kids to understand how they are becoming victims of sex crimes through the use of a cell phone and computers.

Objective #1- Conduct an Internet related survey among the middle schools in the mid-Missouri area and to have measurable data available to report by the end of the 2015-2016 grant period.

## ***Type of Program***

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### **Type of Program\***

*Provide the following information about the program that will be implemented by the requested funds:*

- *Identify the number of agencies associated with the multi-jurisdictional project.*
- *Identify the number of officers and forensic personnel (grant-funded and non-grant funded) associated with the project.*
- *Define the services to be provided by the project.*
- *Indicate who will provide the services provided by the project.*
- *Describe how the identified services will be provided.*

*Provide other details, where applicable, to clearly describe the makeup and operation of the proposed project. Flow charts and outlines to support this narrative description may be included under the "Other Attachments" application form.*

The Boone County Sheriff's Department Cyber Crimes Task Force is a joint cooperative effort formalizing relationships between and among the participating agencies in order to foster an efficient and cohesive unit. The Task Force would like all participating agencies to achieve maximum inter-agency cooperation in a combined law enforcement effort aimed at reducing criminal activity perpetrated through the use of computers, the Internet, cellular telephones, and other electronic media within the communities it serves.

The Task Force serves a seven (7) county area and has four (4) criminal justice agencies as primary and (19) criminal justice agencies as associate members. The Task Force also has a web site [bcscycybercrimes.com](http://bcscycybercrimes.com) that provides information and resources regarding family and child Internet safety, Internet Scams, ID Theft, and numerous articles and research as well as links to other important resources.

Currently, three (3) investigators from the Boone County Sheriff's Department are assigned to the Task Force. Salaries for Detective Bounds and Detective Evans fall under the grant and Detective Perkins respective agency pays her salary. All equipment and software funded by the grant are used by Perkins, Evans and Bounds.

Detective Perkins and Evans both handle reactive and proactive investigations. Detective Bounds handles forensic examinations on cell phones and computers devices.

Additionally, one (1) forensic examiner/investigator, Captain Scott Richardson, from the University Missouri Police Department is assigned on a part time basis. In July 2015, Captain Scott Richardson will be promoted within his department. Detective Dustin Heckmaster has been selected to his role with the Task Force. Detective Heckmaster's salary is paid for by his agency, but all forensic training and software is paid for by grant. This investigator will handle forensic examinations with a specialization in MAC operating systems.

In June 2014, the Task Force had to suspend the part-time FBI agent assigned to our unit. By June 1, 2015 the Task Force lifted the suspension and Special Agent Sean McDermott with the FBI has been temporary assigned to the Task Force. In November 2015, a new lead Special Agent will be assigned to the Central office and then a permanent position will be filled.

The major focus of this Task Force is the investigation and prosecution of Internet crimes committed against children. Investigations may include Internet enticement of children, promoting and possession of child pornography, trafficking of children, human trafficking, commercial sexual trafficking of children, cyber bullying, sexting, sextortion, or other crimes perpetrated through the use of computers, the Internet, cellular telephones, or other electronic media. These investigations focus on both undercover and complainant driven investigations. Complaints from parents and others are investigated and may be reported directly to the Task Force or through the complainant's local law enforcement.

The Task Force provides forensic examinations of computers, cellular telephones, and other electronic media to law enforcement agencies and prosecuting attorneys among the 7 counties the Task Force serves.

In addition, investigators assigned to this Task Force participate in public awareness and education programs to educate primarily public and private schools, parent organizations, civic groups, religious organizations, local media, or other group meetings to help educate about the dangers of the Internet and methods to reduce the likelihood of becoming a victim of Internet crime.

Also, Task Force investigators provide training to area law enforcement on a variety of issues regarding Internet or computer related investigations and electronic media.

## ***Proposed Service Area***

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### **Proposed Service Area\***

*Describe the proposed service area by identifying the following information:*

- *Geographic area to be served by the task force*
- *Details to easily locate the service area within the state*
- *Total population within the task force service area*
- *Any other geographical details (as applicable) pertinent to the task force service area*

*Then, list the names of each agency that has signed the Memorandum of Understanding (MOU). If there are additional areas/agencies in which the task force will assist if called upon, clearly identify those areas as well.*

The Cyber Crimes Task Force serves a seven county area in Mid-Missouri. The Task Force provided technical, investigative and forensic assistance to law enforcement agencies and prosecuting attorneys in the counties that are immediately adjacent to Boone County including Audrain, Callaway, Cole, Cooper, Howard and Randolph.

Furthermore, any law enforcement agency or Prosecuting Attorney in the service area may request the Task Force assist with an investigation regarding offenses involving the Internet, computer, or cellular phone media. The Task Force will continue to assist outside our service area when appropriate and requested. According to the 2013

census, the estimated population for the 7 county service area to be approximately 370,336 of which over eighty thousand are under eighteen years of age.

Our Task Force is a member of the Missouri Internet Crimes against Children Task Force and as such will assist any other Internet Crimes Task Force located in Missouri or across the United States, as requested.

Primary agencies for this Task Force with signed Memorandum of Understanding:

- Boone County Sheriff's Department
- Boone County Prosecuting Attorney's Office
- University of Missouri Police Department
- Federal Bureau of Investigations

Associate agencies with signed Memorandum of Understanding:

- Ashland Police Department
- Auxvasse Police Department
- Boonville Police Department
- Centralia Police Department
- Columbia Police Department
- Fayette Police Department
- Fulton Police Department
- Hallsville Police Department
- Jefferson City Police Department
- Holts Summit Police Department
- Mexico Department of Public Safety
- Moberly Police Department
- Sturgeon Police Department
- Audrain County Sheriff's Department
- Cole County Sheriff's Department
- Cooper County Sheriff's Department
- Callaway County Sheriff's Department
- Howard County Sheriff's Department
- Randolph County Sheriff's Department

## Supplanting

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### Supplanting\*

*Describe whether or not other federal, state, or local funds are available to the applicant agency for the purpose of the project. Be specific!*

*If any of the following factors apply to the proposed project, provide information to address the factors that apply:*

- *If other federal, state, or local monies are available, please address why SCCG funding is being requested.*
- *If the application includes existing costs, explain how those costs are currently being funded and if and when that funding source will cease.*
- *If program income is anticipated or could be generated as a result of the grant-funded project, explain how those monies will not supplant SCCG funds.*

Funding for the recurring costs included in this application ended on May 31, 2015 when the 2015 SCCG closed. No other funds including donations, grants, local money or other funds are available to fund the requested items. No funds are available for newly requested items such as salaries, equipment, supplies, or training. If money is received through restitution or forfeitures the money will not be used to fund items through the SCCG grant.

In the past years, the Task Force has received some money generated from MO ICAC, restitution and forfeiture money which is reported as program income money. The amounts vary each year and if monies are received the Task Force uses the money for unexpected training, equipment and supplies not covered by the SCCG grant.

## ***Community Impact***

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### **Community Impact\***

*Describe how the proposed project will affect the community(s) that your program will serve and the public safety and crime-related issues within the community(s).*

The Boone County Sheriff's Department Cyber Crimes Task Force will impact the community in a number of ways including the investigation of Internet crimes; the prosecution of Internet offenders; the protection and education of Mid-Missouri children; the education of parents, teachers, and law enforcement officers about safety of children and reduce Internet crime. Over the past several years the Task Force has seen an increase in cases reported as a result of our community awareness programs. Furthermore, the Task Force continues to receive letters from families and victims to show their gratitude for what we do in helping protect children.

Since 2007, the Task Force has arrested over 170 individuals who were convicted of various crimes against children thus creating a safer community. The Task Force has received publicity generated from this success. From community presentations presented by the Task Force, more parents have reported monitoring cell phone use and being more vigilant in keeping their children safe. This awareness will continue with the award of this grant. As this awareness increases, however, new technology and the availability cause new problems and concerns. These new challenges require investigators to continue their efforts on computer based investigations and to expand their efforts into cell phone, and tablet technology.

Our community will be impacted by the reduction of sexual perpetrators. This can be achieved in two ways: by apprehending the offenders and by utilizing the media and other sources to discourage offenders from coming to our jurisdiction. A strong, offensive approach will be proactive by letting Internet criminals know that Central Missouri is not a place to commit crimes against children. This Task Force can be a powerful component in the fight against Internet predators.

As the use of technology increases, especially by our youth, criminals will increasingly use this technology to victimize children and families. Only by increasing resources and strongly directing efforts to this endeavor will help law enforcement have any chance to succeed in protecting our children and reducing the crime perpetrated against them.

Our service area will also be impacted by our ability to conduct forensic examinations of computers, cellular telephones, and other electronic media. This service will give law enforcement agencies and prosecuting attorneys a resource to have electronic media examined in a timely manner by a professional and trained examiner who has experience testifying in court. The Task Force can assist area law enforcement with their investigations and area prosecutors to have successful prosecution of defendants accused of committing crimes against children through the use of technology.

## ***Report of Success***

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## Report of Success\*

*If the proposed project is not currently being supported with SCCG funds from the Missouri Department of Public Safety, Office of the Director, put N/A.*

*If the proposed project is currently being supported with SCCG funds, restate the goals and objectives from your current contract as listed in your approved application. Clearly identify whether or not each objective has been attained.*

The goal of the Boone County Sheriff's Department Cyber Crimes Task Force during 2014/2015 grant was to help prevent the number of children and families who may become victims or those who have become victims perpetrated through the Internet and to apprehend those responsible for the crimes committed. Four primary objectives to reaching this goal are outlined through both investigative and educational methods. Each objective is important and stands on its own merit and is not necessarily ranked in any specific order.

**Objective #1.** During this 12 month grant period; initiate at least 15 new investigations, per quarter. As the number of investigations increases the number of Internet criminals that can be identified increases. These investigations will include investigations into child enticement, child exploitation, obscenity toward children, and child pornography related crimes.

- Results - During this 12 month period the Task Force conducted 99 new investigations during this grant period. This averages approximately 24 cases per quarter. The Task Force surpassed the goal in all four quarters. The majority of the cases initiated were reactive investigations. In June 2014 the Task Force hired two new investigators and the transition didn't affect our cases as was projected.

**Objective #2.** During this 12 month grant period; conduct at least 5 investigations into the possession and distribution of child pornography, per quarter. Research indicates a substantial number of those possessing child pornography have engaged in the sexual molestation of children undetected by law enforcement not to mention the re-victimization of children when these horrific image are passed around like a prized possession.

-Results During this 12 month period, the Task Force conducted approximately 39 investigations involving the possession and promoting of child pornography. Each quarter the Task Force averaged almost 10 cases a quarter. The Task Force surpassed this goal.

**Objective #3** - During this 12 month grant period; to exam at least 20 electronic evidence per quarter. As a Task Force we want to increase the services we can provide to law enforcement throughout our service area. By do this we will have the ability to help area law enforcement with their investigations of Internet crimes and in turn to help children and families in our service area.

-Results During this 12 month period, the Task Force conducted approximately 85 forensic examinations. This averages to 21 investigations per quarter. The first and second quarter was below our 20 examination goal. At the beginning of June 2014 the Task Force was training Detective Bounds, a replacement for 2 examiners who were leaving the Task Force. Detective Bounds has successfully completed over 200 hours in the forensic field and is accomplishing a significant amount of exams in the third and fourth quarter. In addition, Task Force investigators have collected a large amount of evidence in several cases involving the sexual exploitation of a child and sex offenses against children.

**Objective #4.** During this 12 month grant period; provide at least 20 community presentations to parents and students annually. By educating parents and others concerned with the safety of children we can hopefully reduce the number of those who fall victim to Internet criminals. By educating children on the dangers of the Internet we can give them the tools they need to both protect themselves and to know what they can do when someone approaches them on the Internet.

-Results - During this 12 month grant period the Task Force provided 24 school/community presentations. The Task Force presented to several schools, including Battle High School in Columbia with over 1200 students. This school was seeing serious crimes being violated among the students using their school issued i-Pads and personal devices. The Task Force has made an impact to over 2600 group participants. The Task Force has always made community awareness a priority and will continue to present and teach the community to protect our children. The Task Force has also participated in 25 media relations including local television and radio stations.

Even though the Task Force had two major changes during the 2014-2015 grant, all objectives were met or surpassed. The forensic examinations were down the 1st and 2nd quarter, but this was expected given losing 2 full-time examiners.

The Task Force continues to handle more and more reactive investigations involving parents/guardians finding self-produced child pornography on personal devices, but would like to see more proactive cases be generated by the Task Force.

Overall the accomplishments of the Task Force for this grant period have proven to be a continued success and over the prior years, including last year the Task Force has met and/or surpassed our goals and objectives.

## Audit Requirements

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**Date last audit was completed:\*** June 29, 2015

**Date(s) covered by last audit:\*** January 1, 2014 through December 31, 2014

**Last audit performed by:\*** Rubin Brown LLP

**Phone number of auditor:\*** 314-290-3300

**Date of next audit:\*** May 2016

**Date(s) to be covered by next audit:\*** January 1, 2015 through December 31, 2015

**Next audit will be performed by:\*** Rubin Brown

*Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.*

*The Federal Amount refers to funds received directly from the Federal Government or federal funds passed through state agencies in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.*

*The State Amount refers to funds received directly from the State of Missouri, not including federal pass-thru funds.*

**Federal Amount:\*** \$922,982.00

**State Amount:\*** \$2,377,808.00

## Required Attachments

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Attachment	Description	File Name	Type	File Size
Memorandum of Understanding (MOU)	2015 Memorandum of Understand	2015 MOU.pdf	pdf	988 KB

## Other Attachments

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## Certified Assurances

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*To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:*

### 2016 SCCG Certified Assurances

*I am aware that failure to comply with any of the Certified Assurances could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance. Where the Authorized Official is unable to certify to any of the statements in the Certified Assurances, he or she shall provide an explanation below and may attach documentation under the 'Other Attachments' form where needed.*

**I have read and agree to the terms and conditions of the grant.\*** Yes

**If you marked No to the question above, please explain:**

*Your typed name as the applicant authorized official, in lieu of signature, represents your legal binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application.*

**Authorized Official Name:\*** Daniel Atwill  
**Job Title:\*** Presiding Commissioner  
**Date:\*** 08/25/2015

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

September Session of the July Adjourned

Term. 20 15

County of Boone

} ea.

In the County Commission of said county, on the

15th

day of September

20 15


the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby request Mid-Missouri Regional Planning Council assistance in completing income surveys for the Bolli Road NID and Phenora North NID.

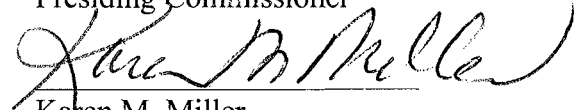
Done this 15th day of September, 2015.

ATTEST:

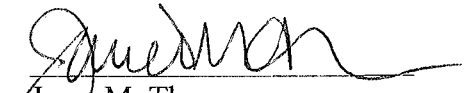
Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner

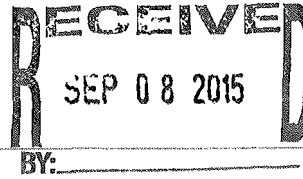


Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner





1314 North 7th Street  
Columbia, MO 65201  
p: 573-443-2774  
f: 573-499-0489  
www.bcrsd.com

September 9, 2015

Dan Atwill, Presiding Commissioner  
Karen Miller, District I Commissioner  
Janet Thompson, District II Commissioner

*Please have Mike Post  
attend the agenda  
Hm*

Re: Mid Missouri Regional Planning Council for Bolli Road NID and Phenora North NID

Commissioners:

On July 30, 2013, The Boone County Commission formed the Bolli Road NID and the Phenora North NID. An Engineer has been engaged and preliminary design work has begun.

Property Owners from both NIDs have requested that Boone County apply for CDBG grant funding assistance for these projects. As part of this grant application process, CDBG will require an income survey of residents within these NIDs.

On behalf of the property owners in these 2 NIDs, the Boone County Regional Sewer District is requesting that the Commission engage Mid-Missouri Regional Planning Council to assist in conducting income surveys in these 2 NIDs.

The Sewer District will cover mailing and other miscellaneous expenses incurred in the process of completing these income surveys.

If you concur, please find suggested wording for a Commission Order below.

Thank you,

Andy Lister  
Boone County Sewer NID Coordinator

**Suggested Wording for Commission Order:**

**On this day, the Boone County Commission hereby requests Mid-Missouri Regional Planning Council assistance in completing income surveys for the Bolli Road NID and Phenora North NID**

C: Edward Siegmund – MMRPC

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 15

County of Boone

In the County Commission of said county, on the

15th

day of

September

20 15

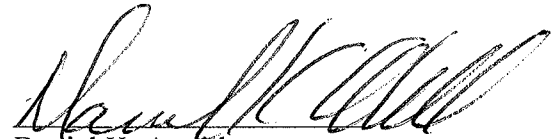
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached grant application by the 13<sup>th</sup> Judicial Circuit Court for the 2016-2017 VAWA Grant.

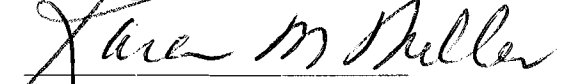
Done this 15th day of September, 2015.

ATTEST:


Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner



## Office of Court Administrator

### Thirteenth Judicial Circuit

Mary Epping  
Court Administrator

Brooke Downing  
Domestic Assault Court  
Coordinator

## Application for Department of Public Safety VAWA Grant 2016-2017

The 13th Judicial Circuit requests to apply for a continuation of the STOP-VAWA grant funding for the Integrated Domestic Violence Program for 2016-2017 from the Missouri Department of Public Safety. The 13th Judicial Circuit started receiving funding for a specialized domestic violence docket from this granting source in 2009.

**Total Request:**        **\$310,971**  
**Grant:**                   **\$230,834**  
**25% Match:**           **\$80,137**

- \$2,885 Travel to Conference (Administration of Justice Fund, Boone)
- \$1,705 Travel to Callaway for Court (Administration of Justice Fund, Callaway)
- \$ 300 Supplies (Administration of Justice Fund, Boone)
- \$76,952 Contractual (Participants paid directly to MEND)

In the 13<sup>th</sup> Circuit domestic violence cases are overseen in each county on dedicated domestic violence dockets. The mission of the designated dockets is an accelerated adjudication of domestic violence cases, which is vital to victim safety and offender accountability. There is an average of 55.67 domestic violence cases filed in Boone County per month, and 14.25 filed in Callaway County.

The STOP-VAWA grant funds are used to pay for a Domestic Assault Court Coordinator (DACC) and to help offset the cost of a batterer' intervention program (BIP) which is used as part of a graduated range of sanctions. The DACC facilitates efficient and effective communication between the courts, defendants, community agencies, and attorneys. It allows the court to require defendants to enroll in MEND (Men Exploring Non-violent Directions, the local BIP) within approximately one month. Prior to the hiring of the DACC it took a defendant an average of 143 days to enroll. Additionally, defendants are expected to begin class one week after enrolling in the program. Prior to the DACC, it took a defendant an average of 78 days to enroll. MEND is a credentialed 27-week program administrated by the Family Counseling Center (FCC) of Missouri. The court may order a defendant to attend MEND as a condition of bond or probation. Each class costs \$40. For MEND to be effective it must be financially accessible to individuals who are court-ordered to attend. When grant funding was not available, attendance at MEND decreased and was often not included as a bond or probation condition due to the financial constraint it placed on defendants. With grant funding the court is able to offset the fees charged. A sliding scale based on income and number of dependents is used to determine the amount a participant must pay. The court requires participants to pay a \$10 minimum fee per class and the

maximum cost is \$40. The court requires defendants to pay as much as they are able to achieve maximum offender accountability.

Due to change in grant regulations, the court anticipates ordering female domestic violence offenders to treatment. FCC is in the process of developing a female batterers' intervention program that is anticipated to start in Winter 2015. The women's program will focus on trauma because evidence-based studies show that a large proportion of women who commit domestic violence (80% or higher) were, or are, victims of abuse; this is not the case for men who commit domestic assault. The female program will operate based on the same standards and guidelines for BIPs established by the Missouri Coalition Against Domestic & Sexual Violence. The female participants will be required to attend an intake/orientation session, and then 27 weekly two-hour sessions. With funding from the STOP-VAWA grant, FCC will utilize the same sliding scale that is used for the MEND Program. The DACC will monitor the female defendant's progress with the program and report to the court as necessary.

Below is a summary of the projected budget for 2016 through 2017.

<b>Item</b>	<b>Amount</b>
Domestic Assault Court Coordinator Salary (2016 and 2017)	\$78,545 – Grant
Personnel Benefits (2016 and 2017) <ul style="list-style-type: none"> <li>• Health: \$5500/\$11,000 total</li> <li>• Dental: \$500.00/\$1,000 total</li> <li>• Life: \$50.00/\$100 total</li> <li>• Disability: \$.38</li> <li>• Workers Comp: 3.37% = \$2,660</li> <li>• Deferred Comp: \$360</li> <li>• FICA: .0765 = \$,6010</li> </ul>	\$21,435 – Grant
Supplies (2016 and 2017)	\$300 – Match
Contractual: <ul style="list-style-type: none"> <li>• Boone BIP (2016 and 2017) <ul style="list-style-type: none"> <li>○ \$156,850 <ul style="list-style-type: none"> <li>▪ \$61,344 Participants</li> <li>▪ \$95,506 Grant</li> </ul> </li> </ul> </li> <li>• Callaway BIP (2016 and 2017) <ul style="list-style-type: none"> <li>○ \$50,956 <ul style="list-style-type: none"> <li>▪ \$15,608 Participants</li> <li>▪ \$35,348 Grant</li> </ul> </li> </ul> </li> </ul>	\$130,854 – Grant \$76,952 – Match
Travel/Training <ul style="list-style-type: none"> <li>• Conference <ul style="list-style-type: none"> <li>○ Registration: \$200</li> <li>○ Mileage: \$260</li> <li>○ Meals: \$300</li> <li>○ Lodging: \$420</li> </ul> </li> <li>• Mileage: \$1,705</li> </ul>	\$2,885 – Match
Total Project Cost <ul style="list-style-type: none"> <li>• Grant: \$230,834</li> <li>• Match: \$80,137 (25.77%)</li> </ul>	\$310,971

It is respectfully requested the Boone County Commission approve the 13th Judicial Circuit's solicitation for STOP-VAWA funding to continue the Integrated Domestic Violence Program.



Application

**55966 - 2016-2017 STOP VAWA Solicitation - Final Application**

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56709 - Integrated Domestic Violence Program  
 STOP Violence Against Women Grant (VAWA)

Status: Editing

Submitted Date:

**Applicant Information**

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**Primary Contact:**

<b>Name:*</b>	Mrs. Title	Mary First Name	Epping Last Name
<b>Job Title:*</b>	Assistant to the Court Administrator		
<b>Email:*</b>	mary.epping@courts.mo.gov		
<b>Mailing Address:*</b>	Boone County Courthouse, Judges Office		
<b>Street Address 1:</b>	705 E. Walnut		
<b>Street Address 2:</b>			
<b>*</b>	Columbia City	Missouri State/Province	65203 Postal Code/Zip
<b>Phone:*</b>	573-886-4059		Ext.
<b>Fax:*</b>	573-886-4070		

**Organization Information**

<b>Applicant Agency:*</b>	13th Judicial Circuit Court	
<b>Organization Type:*</b>	Government	
<b>Federal Tax ID#:*</b>	436000349	
<b>DUNS #:*</b>	073755977	
<b>CCR Code:</b>	4SWR3	04/14/2015 Valid Until Date
<b>Organization Website:</b>	http://www.courts.mo.gov/hosted/circuit13/	
<b>Mailing Address:*</b>	705 E. Walnut Street	

Street Address 1:

Street Address 2:

City*	Columbia City	Missouri State/Province	65201 Postal Code/Zip	4487 + 4
County:*	Boone			
Congressional District:*	09			
Phone:*	573-886-4060			Ext.
Fax:*	573-886-4070			

**Contact Information**

---

**Authorized Official**

*The Authorized Official is the individual that has the ability to legally bind the applicant agency in a contract (e.g. Board President, Presiding Commissioner, Mayor, City Administrator, University President, State Department Director).*

*\*The Authorized Official and the Project Director cannot be the same person.\**

Authorized Official:*	Mr.	Dan	Atwill
	Title	First Name	Last Name

Job Title:\* Presiding Commissioner

Agency:\* Boone County

Mailing Address:\* 801 East Walnut Street

Street Address 1: Room 333

Street Address 2:

AOCity*	Columbia	Missouri	65201
	City	State	Zip Code

Email:\* datwill@boonecountymo.org

Phone:*	573-886-4305	Ext.
---------	--------------	------

Fax:\* 573-886-4311

**Project Director**

*The Project Director is the individual that will have direct oversight of the proposed project.*

*\*The Authorized Official and the Project Director cannot be the same person.\**

*\*If the project agency is a local law enforcement agency, the Project Director shall be the chief or sheriff of that agency. Exceptions to this requirement are the St. Louis Metropolitan Police Department and the Kansas City Police Department.\**

Project Director:*	Ms.	Mary	Epping
	Title	First Name	Last Name

Job Title:\* Court Administrator

Agency:\* Thirteenth Judicial Circuit  
Mailing Address:\* 705 East Walnut Street  
Street Address 1:  
Street Address 2:  
PDCity\* Columbia Missouri 65201  
City State Zip Code  
Email:\* mary.epping@courts.mo.gov  
Phone:\* 573-886-4059  
Ext.  
Fax:\* 573-885-4070

**Fiscal Officer**

*The Fiscal Officer is the individual who has responsibility for accounting and audit issues at the applicant agency level (e.g. City Clerk, County Treasurer, Director of Finance, Accountant).*

Fiscal Officer:\* Mr. Tom Darrough  
Title First Name Last Name

Job Title:\* Treasurer  
Agency:\* Boone County  
Mailing Address:\* 801 East Walnut Street  
Street Address 1: Room 205  
Street Address 2:  
FOCity\* Columbia Missouri 65201  
City State Zip Code  
Email:\* tdarrough@boonecountymo.org  
Phone:\* 573-886-4365  
Ext.  
Fax\* 573-886-4369

**Project Contact Person**

*The Project Contact Person should be the individual who is most familiar with the program this grant will fund.*

*\*This person can be the Project Director if that individual is most familiar with the program.\**

Project Contact Person:\* Ms. Mary Epping  
Title First Name Last Name

Job Title:\* Court Administrator  
Agency:\* Thirteenth Judicial Circuit  
Mailing Address:\* 705 East Walnut Street  
Street Address 1:

**Street Address 2:**

**OCCity\*** Columbia Missouri 65201  
City State Zip Code

**Email:\*** mary.epping@courts.mo.gov

**Phone:\*** 573-886-4058

Ext.

**Fax:\*** 573-886-4070

**Non-Profit Chairperson**

*Enter the name and address of the individual serving as the organization's board chairperson. Please provide an address other than the agency address.*

*\*This section is not applicable to agencies that are not considered a 501 (c) (3) non-profit organization.\**

**Non-Profit Chairperson:**

Title First Name Last Name

**Job Title:**

**Agency:**

**Mailing Address:**

**Street Address 1:**

**Street Address 2:**

**NCCity** Missouri  
City State Zip Code

**Email:**

**Phone:**

Ext.

**Fax**

**Project Summary**

**Application Type:\*** Continuation

**Current Contract Number(s):** 2009-VAWA-0060-OS

**Program Category:\*** Court

**Project Type:\*** Regional

**Geographic Area:\*** Boone and Callaway Counties, Missouri

**Brief Summary:\*** The Integrated Domestic Violence Program consists of the specialized domestic violence dockets; the utilization of MEND (Men Exploring Non-Violent Directions), a batterers' intervention program, as part of a graduated range of sanctions for offenders; and the



DACC (Domestic Assault Court Coordinator), a court employee dedicated to the domestic violence dockets, who tracks and reports on MEND participants as well as all domestic cases, acts as a liaison to domestic violence docket stakeholders, and assists with the processing of domestic violence cases.

Program Income  
Generated:\* Yes

## ***History of the Agency***

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### **Brief History of the Program Project Agency\***

*Provide a brief history of the Agency and the type(s) of victim services the agency provides.*

The Thirteenth Judicial Circuit includes Boone and Callaway counties. Both counties have a longstanding judicial history with the state as both counties heard court cases before the establishment of the current circuit court system. This is evidenced by the recording of court cases as early as 1818. As of 2010, Boone County has a population of 162,642, with its county seat, Columbia, having a population of 108,500. As of 2010, Callaway County has a population of 44,332, with its county seat, Fulton, having a population of 12,790.

### **Current Programs**

The Thirteenth Judicial Circuit is a leader in innovative court programs. The Court implemented a Drug Court in Boone County in 1998 and in Callaway County in 2001. The Thirteenth Judicial Circuit also implemented a Mental Health Court in 2003, DWI Court in 2010, and a Veteran's Court in 2013.

Another innovation is the creation of separate dockets for criminal cases involving domestic violence. The separate docket started in Boone County in 2008 and in Callaway County in 2010. The specialized dockets, focused on domestic violence, are assigned to one associate circuit judge in each county, with the exception of defendants who are on probation in another division. In October 2013, a new judge assumed the domestic violence docket in Boone County. The new judge is primarily responsible for the new domestic violence cases. However, older cases are still heard with the original judge it was assigned to the original judge presides over any probation violation or noncompliance matters in those cases.

In addition to domestic violence dockets being overseen by a single judge in each county, the dockets also include a domestic violence prosecutor and a Domestic Assault Court Coordinator (DACC) dedicated to domestic violence cases. The result of this inclusive approach is accelerated adjudication of domestic violence cases, which is vital to victim safety and offender accountability. Other emphasized elements of the Thirteenth Judicial Circuit's approach to domestic violence include a quicker return date on bonds (10 days) and expedited settings for preliminary hearings. The bond returnable schedule is located in the "Other Attachments" section of this application. The schedule shows bond returnable dates for domestic violence cases occur much earlier than for any other type of cases. Additionally, the judge's familiarity with individual cases allows for more effective dispositions.

In Boone County, the three designated domestic violence dockets are Wednesday morning and afternoon and Thursday afternoon, with an average of 55.67 cases being filed per month. The DACC attends court as needed in other divisions as probation violation hearings arise concerning a domestic violence case. In Callaway County, the three designated domestic violence dockets are on the second, third, and fourth Wednesdays of the month, with an average of 14.25 cases filed per month. A third domestic violence docket was added in Callaway County in 2015 because the judge determined it was necessary to have an additional docket to insuring defendants' compliance. At this compliance hearing attorneys are not necessary and it serves more as a defendant's check-in with the judge. The DACC is also present at the compliance hearings. This additional docket increases offender accountability in a non-adversarial setting.

Starting in 2009 in Boone County and in 2012 in Callaway County, the court started to receive STOP-VAWA funds for a batterer' intervention program (BIP) to be used as part of a graduated range of sanctions. Through the use of the coercive power of the criminal justice system abusers are held accountable for their criminal action and the BIP provides a resource for abusers to change their behavior. MEND (Men Exploring Non-violent Directions), the local BIP, is a credentialed 27-week program administrated by the Family Counseling Center (FCC) of Missouri.

From January 2009 through July 2015, 720 defendants have been court-ordered to attend MEND. Currently, there are 91 defendants enrolled in Boone County and 26 defendants enrolled in the Callaway County. Of those 720, 424 defendants graduated from the program and 194 defendants were terminated from the program. When analyzing recent recidivism rates, 172 defendants attended MEND in 2014, with a 156 or 91% having no reported incidents of violence while in the program. Furthermore, of those individuals who have graduated thus far in 2015, 27 defendants or 90% have had no reported incidents of violence. A new domestic case is defined as a case filed in Missouri after graduation or termination that was inherently domestic, such as domestic assault or violation of order of protection. It should be noted that for an additional number of defendants, termination from MEND was a result of a new domestic case, which may have been mitigated had they been further along or completed MEND.

Starting in February 2010, the court received STOP-VAWA Recovery funding for a DACC. The DACC performs a variety of functions, including monitoring the attendance and participation of defendants in MEND and coordinating with probation and court services in monitoring compliance with other court-ordered conditions of probation. When noncompliance occurs the DACC takes action based on a graduated range of sanctions including sending warning letters to defendants, talking and meeting with defendants, and informing the defendant's probation officer of noncompliance. When appropriate, noncompliance is reported to the domestic violence judge so the judge can have the discretion whether to set a show cause or probation violation hearing. In addition, the DACC administers grant funds; collects, maintains, and analyzes data regarding court programs; and assists the court on domestic violence cases as needed.

The DACC also acts as the court's liaison to Family Counseling Center (FCC), prosecutors, defense counsel, law enforcement, and probation officers regarding court programs and procedures. This has allowed the court to realistically require defendants to enroll in MEND within approximately one month. Prior to the hiring of the DACC it took a defendant an average of 143 days to enroll in the program. Additionally, it is expected the defendant begin class one week after enrolling in the program. Prior to the DACC, it took a defendant an average of 78 days to enroll in the program. Moreover, the time period between defendants being terminated from MEND or placed on hold and the Court receiving notification of such action has been significantly reduced from one month or more to one to two weeks. Thus, the DACC has significantly reduced the time periods for defendants to start the program and the Court receiving notification of noncompliance, which ultimately increases offender accountability.

#### **Future Programs**

The Thirteenth Judicial Circuit intends to continue its specialized domestic violence docket with dedicated personnel, regular meetings with appropriate agencies, and a broader range of programs and sanctions. The domestic violence judges have observed an increase in women offenders charged with domestic violence related crimes. In particular, there appears to be an increase of women charged with domestic assault. In order to treat female domestic violence offenders, the Family Counseling Center is starting a female batterers' intervention program anticipated to begin in coming months. The female program will be based on the Duluth Model for men's batterer intervention. The female program will use a similar approach including examining participants' use of power and control, and exploring how to foster equality and non-violence in relationships. According to Family Counseling Center, unlike the men's model, the women's program addresses trauma more deeply because evidence-based studies show that a large proportion of women who perpetrate domestic violence (80% or higher) were past or are current victims of abuse; this is not the case for men who commit domestic assault. The court may order a female defendant to the women's batterers' intervention program as a condition of bond or probation. The DACC will monitor the female defendant's progress with the program and report to the court as necessary.

## Statement of the Problem

---

### Statement of the Problem\*

*This section must address the need for grant funds and the proposed project.*

*Define the problem that you will be attempting to impact with the project for which you are requesting funds. Be specific*

*Do not include every issue the Applicant Agency addresses, but only the one(s) that will be impacted by the use of the grant funds being requested. (Please note that the problem is NOT a lack of staff, counselors, equipment, etc. This is the result of the problem).*

*Since you are competing with other agencies for limited funds, you should document as extensively and as factually as possible the definition of the problem.*

*This section must justify the proposed services to be outlined in the Methodology section.*

*This section should include relevant facts and local statistics on incidents of crime, the number of victims served during the past year - (two years, three years, etc.), existing resources, demographic and geographic specifications, etc. that document and support the stated problem.*

*Provide crime statistics for all areas served; do not provide global statistics - information must be specific to the service area.*

### The Problem of Domestic Violence in Missouri

Domestic violence is a major societal issue across the country and specifically in Missouri. The Missouri legislature enacted legislation to aggressively protect victims of domestic violence. The Missouri statutes in chapter 565 define domestic assault as the circumstance when a person commits an act against a "family or household member or an adult who is or has been in a continuing social relationship of a romantic or intimate nature." The extension of the definition of domestic violence victims to include "social relationships" indicates a broad approach to domestic violence. Additionally, legislative intent to treat violence in domestic relationships differently from other cases involving violence can be seen in chapter 565. For example, the act of taking away a phone, which is often not considered a crime, may be determined such when it occurs between family or household members for the purpose of isolation. Another example is the status of a victim as a family member can escalate misdemeanor cases to the felony level and increase punishments for repeat offenders.

According to the Missouri Uniform Crime Reporting Program (MUCRP), the number of domestic violence incidents in Boone County in the last five years is as follows: 1,539 in 2010; 1,722 in 2011; 1,738 in 2012; 1,560 in 2013; and 1,783 in 2014. The MUCRP reports the number of domestic violence incidents in Callaway County in the last five years is as follows: 413 in 2010; 444 in 2011; 389 in 2012; 441 in 2013; and 427 in 2014. There could many reasons for the increase of domestic violence cases such as an increase in reporting and a more expansive definition of domestic violence by the state to include "social relationships" indicating a board approach to domestic violence. Both sets of statistics confirm the ongoing issue of domestic violence within the Thirteenth Judicial Circuit.

Acknowledging the continuing problem of domestic violence in Missouri, the Missouri Attorney General's Task Force on Domestic Violence released a report in February 2011, which contained 12 recommendations to combat domestic violence. The recommendations that were the most applicable to the domestic violence court include the following: legislation should be consistent in the terminology utilized for domestic violence statutes; the Missouri Division of Probation and Parole should be established as the credentialing agency to establish standards batterers' intervention programs; law enforcement agencies and advocates should establish and formalize collaborative working relationships; courts should establish and formalize collaborative working relationships; courts should utilize specialized dockets to monitor compliance with conditions of probation; and judges should make greater use of Missouri Supreme Court Rule 33 as authority to set conditions of bond. The Thirteenth Judicial Circuit supports all of the Task Force's recommendations.

### Batterer Intervention Strategies

Multiple studies show that programs of at least 26 weeks in length significantly reduce battering behavior and reduced the overall recidivism rates for domestic violence offenders. According to D.G. Saunders, conclusive results reveal that when an offender completes a six-month or longer batterer intervention program the reoffending rate for violence is 35%. (Saunders, *Legal Response to Wife Assault*, 1993). However, offenders who do not complete a batterers' intervention program, the reoffending rate is 52%. (Saunders, *Legal Response to Wife Assault*, 1993).

In order to maximize the potential positive effect of the batterer intervention program, the Family Counseling Center's MEND Program is a 27-week curriculum based on the Duluth Model. The Duluth Model is a widely recognized cognitive behavioral therapy for batterers. The main objectives of the program are to help men identify goals to reach a non-violent lifestyle; identify abusive behaviors and their own pattern abuse; explore the intent of abusive behavior and the belief system that supports those behaviors; understand the connection of painful and negative feelings to beliefs about gender roles; identify the function and extent of minimizing, denying or blaming; fully explore the impact of violent and abusive behaviors on partners, children, and class members; and identify and practice non-abusive behaviors.

#### **The Domestic Violence Dockets in Boone and Callaway Counties**

Since 2008 in Boone County and 2010 in Callaway County, criminal cases involving domestic violence are heard on consolidated dockets assigned to one associate circuit judge in each county. The designated domestic violence dockets in Boone and Callaway counties allow the domestic violence prosecutors and criminal defense counsel dedicated time to speak with each other, their witnesses and clients, as well as opportunities to discuss scheduling and possible dispositions. As a result, cases are processed and disposed of more quickly, which improves the court's efficiency, increases offender accountability, and quicker justice for the victims.

Consolidated dockets also make it easier for victims to stay engaged in the judicial process by knowing when they can access the domestic violence prosecuting attorneys, what judge will be hearing the case, and when their case will be heard in court. Prior to the consolidation of domestic violence cases, domestic violence cases were divided between multiple dockets with different judges in different courtrooms. Court appearances were often made by attorneys other than those assigned to the case who did not have the authority to discuss final dispositions. This resulted in cases being adjudicated for long periods of time and the frequently inability to keep the victim committed to the process. Consolidating the cases provides a more effective system for the court, the victims, the attorney, and all other parties involved in the judicial process.

Finally, utilization of specialized dockets for domestic violence cases was addressed in the Attorney General's Task Force on Domestic Violence Report. According to the report, the regular use of compliance dockets promotes greater victim safety through increased adherence to the terms of an order by holding offenders accountable. In Boone County, the associate judge orders a defendant ordered to MEND to appear for a compliance hearing if the Domestic Assault Court Coordinator informs the judge the defendant is not complying with the court's order to attend MEND. Additionally, in Callaway County, an additional docket was created on the third Monday of every month strictly to monitor a defendant's compliance with MEND. The judge sets the compliance hearing date on average 90 days from the date the court ordered the defendant to participate in MEND. The defendant is informed of this date at the date of disposition so he is on adequate notice of the importance to comply with the court's order and engage in MEND.

#### **Continued Need for Batterers' Intervention Program Funds and a Domestic Assault Court Coordinator**

An essential component of the domestic violence docket is the requirement that some defendants attend MEND as part of a graduated range of sanctions that uses the coercive power of the criminal justice system to hold abusers accountable for their criminal action and for changing their behavior. In 2006 Family Counseling Center obtained grant funding for its batterers' intervention program, MEND. This allowed participants who could not afford the total cost of \$1,100 (\$40 per class for 27 classes plus \$20 orientation fee) for the twenty-seven week program ability to financially afford to attend the program. However, that grant funding discontinued in 2008. To make the program financially feasible for defendants, the court applied for STOP-VAWA funding in 2008. Currently, up to \$30 of the \$40 per class fee is covered by the STOP-VAWA grant funding. The remaining portion, or copay, which is a minimum of \$10 per class, is calculated utilizing a sliding scale and is paid for by the defendants. This constitutes the match for the grant.

The Domestic Assault Court Coordinator (DACC) assists the court by tracking defendants who are ordered to MEND. The DACC monitors defendants' compliance with the court's orders to attend MEND. As a result, the DACC closely tracks whether defendants enroll and begin participating in MEND by the court ordered dates. Further, the DACC sends correspondence to the judge and requests hearings to be set if defendants fail to adhere to those dates. The DACC serves as a liaison and fosters communication between the court and prosecuting attorneys, public defenders, private defense counsel, probation officers, and other stakeholders. As a result, the court is able to realistically require defendants to enroll in MEND within 30 days. This is a dramatic reduction in time from the average of 143 days in 2010 between the court order and enrollment. Additionally, the court expects defendants to begin attending classes within a week after enrollment, which has significantly decreased the gap in time from enrollment date to start date. Furthermore, prior to the development of the DACC position the time period between defendants' termination or suspension from MEND and the court being notified of such action has been significantly reduced from one month or more to one to two weeks.

Moreover, due to the DACC monitoring defendants' compliance, more defendants are completing MEND and are completing MEND in a shorter time frame. Since the development of the DACC position in 2010, have been ordered to MEND, and have graduated. The implementation of the Domestic Violence Compliance Record (DVCR) can also be attributed to the improvement in defendants' compliance. The DVCR is a record signed by both the judge and the defendant at the time the judge orders MEND. It assigns dates the defendant must enroll, start, and complete the program. It is designed to hold defendants accountable in completing the 27 week program within 35 weeks of the court ordering participation into the program. In short, it is a written agreement that sets firm timeframes for participation in the program. The DACC files a copy of the DVCR with the court and mails a copy to the defendant so every participant is on notice of the expectations that court has regarding MEND. By doing this, communication has improved greatly between all parties. Therefore, the DVCR along with the role of the DACC have greatly improved the efficiency of the Court in handling domestic violence cases and the implementation of the MEND Program in a timely manner.

## Type of Program

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### Methodology/Type of Program\*

*Outline the services to be provided by this project. Give as much detail as possible about your proposed project.*

*Define what services will be provided through the grant project, who will provide these services, how they will be accessed and who will benefit from these services. Flow charts and chronological outlines are great, but must be supported by additional narrative description.*

*Agencies that primarily serve domestic and/or sexual violence victims will be required to comply with the Missouri Coalition Against Domestic and Sexual Violence (MCADSV) Service Standards & Guidelines. (These agencies will not be required to comply with the Missouri Department of Public Safety Crime Victim Services Unit (MoCSVU) Program Standards and Guidelines)*

*In this section, agencies will need to explain how services are delivered in compliance with the MCADSV Standards. Please do not simply state the agency is in compliance! MCADSV Service Standards & Guidelines can be downloaded as a separate document from the DPS website.*

*All other agencies (those NOT primarily serving victims of domestic violence and/or sexual violence) will be required to comply with the new Missouri Department of Public Safety Crime Victim Services Unit (MoCVSU) Program Standards and Guidelines. (These agencies will not be required to adhere to the MCADSV Standards)*

*In this section, agencies will need to explain how services are delivered in compliance with the MoCVSU Program Standards and Guidelines. Please do not simply state the agency is in compliance! MoCVSU Program Standards and Guidelines can be downloaded as a separate document from the DPS website.*

### Type of Program

The core of the court's domestic violence program is the designated dockets for criminal cases involving domestic violence. The designated dockets started in Boone County in 2008 and in Callaway County in 2010. In these specialized dockets all criminal cases involving domestic violence are assigned to one associate circuit judge in each county, with the exception of defendants who are on probation in another division. Cases included misdemeanor cases through disposition and preliminary hearings on felony cases.

The domestic violence dockets are overseen by a single judge in each county. The dockets also include a domestic violence prosecutor and a court coordinator dedicated to domestic violence cases. Accelerated adjudication of domestic violence cases results from this inclusive approach, which allows for an increase in victim safety and offender accountability. Other emphasized elements of this approach include a quicker return date on bonds (10 days) and expedited settings for preliminary hearings. Additionally, the judge's familiarity with individual cases allows for more effective monitoring of dispositions.

In Boone County, the three designated domestic violence dockets are morning and afternoon every Wednesday, and every Thursday afternoon. There is an average of 55.67 domestic cases filed per month on the Boone County domestic violence dockets. Since the transition of a new domestic violence judge, older cases are still heard by the prior domestic violence judge for probation violation and show-cause hearings. As older cases are phased out, the primary domestic violence judge will oversee all domestic violence cases in Boone County. In Callaway County, the three designated domestic

violence dockets are the second, third, and fourth Mondays of the month. There is an average of 14.25 domestic cases filed per month on the Callaway County domestic violence dockets.

Starting in 2009 in Boone County and in 2012 in Callaway County, the Court began receiving STOP-VAWA funding for a batterers' intervention program (BIP). The BIP is utilized as part of a graduated range of sanctions that uses the coercive power of the criminal justice system to hold abusers accountable for their criminal behavior and to promote change in their behavior. MEND (Men Exploring Non-violent Directions), the local BIP, is a 27-week program administered by Family Counseling Center (FCC) of Missouri. The majority of the VAWA funds currently requested will be used to help offset the cost of MEND.

The MEND program coordinator was trained in Duluth, Minnesota using the internationally recognized Duluth Model Curriculum. The classes cover eight themes in three to four week cycles. The themes are as follows: 1) Non-violence; 2) Non-threatening Behavior; 3) Respect; 4) Support and Trust; 5) Accountability and Honesty; 6) Sexual Respect; 7) Partnership (includes topics of shared responsibility, financial partnership, and responsible parenting); and 8) Negotiation and Fairness.

The main objectives of the program are to help men identify goals to reach a non-violent lifestyle; identify abusive behaviors and their own pattern abuse; explore the intent of abusive behavior and the belief system that supports those behaviors; understand the connection of painful and negative feelings to beliefs about gender roles; identify the function and extent of minimizing, denying or blaming; fully explore the impact of violent and abusive behaviors on partners, children, and class members; and identify and practice non-abusive behaviors. There are currently five classes held per week in Columbia and one class held per week in Fulton. Classes consist up to 18 group members and are led by a male and female facilitator team.

In order for MEND to be effective, it must be financially accessible to the individuals who are court-ordered to attend the program. When funding was not available for the program, attendance at MEND decreased and it was often not included as a bond or probation condition due to the financial constraint it could place on defendants. This is not surprising considering that the \$40 per class fee is an unsustainable obligation for many defendants. With grant funding the court is able to offset the fees charged for the MEND program. A sliding scale based on income and number of dependents is used to determine the amount a participant must pay. The minimum fee a participant must pay is \$10 per class and the maximum cost is \$40. While the participants' contribution is used for match, the court supports the idea that defendants need to pay as much as they are able in order obtain maximum offender accountability. As of August 2015, there are total of 117 participants enrolled in the MEND program in the two counties. Approximately 91% of participants financially qualify for use of the grant, and 9% of participants pay the full \$40 per class fee. Of those 91%, 74% utilize the maximum assistance of the grant (\$30 per class) and 17% utilize the grant for less than the full benefit, paying \$12 to \$35 per class.

#### **Compliance with the Missouri Crime Victim Services Unit Standards and Guidelines**

##### *Program Standards and Guidelines for Organizational Structure*

- The mission of the Thirteenth Judicial Circuit's Domestic Violence Dockets is to accelerate adjudication of domestic violence cases. The domestic violence dockets allow the domestic violence prosecutors and criminal defense counsel to have dedicated time to speak with each other, their witnesses and clients, as well as opportunities to discuss scheduling and possible dispositions. The Thirteenth Circuit is committed to cases being processed and disposed of more quickly, which improves the court's efficiency, increases offender accountability, and brings quicker resolution for victims. The Thirteenth Judicial Circuit's Domestic Violence Dockets aim to accomplish its mission by establishing a quicker return date on bonds (10 days); establishing expedited settings for preliminary hearings; using a graduated range of sanctions that uses the coercive power of the criminal justice system to hold abusers accountable for their criminal action and for changing their behavior that includes a 27-week batterers' intervention program (in Boone and Callaway counties, the program being utilized is MEND [Men Exploring Non-Violent Directions] offered by the Family Counseling Center; providing defendants with grant funding to make sure finances are not an obstacle to cognitive behavior therapy; encouraging accountability by closely monitoring offenders' participating and attendance in cognitive behavior therapy through the use of Domestic Assault Court Coordinator (DACC) who completes a Domestic Violence Compliance Record with each defendant listing agreed upon dates for enrollment, commencement, and graduation from MEND (if the defendant fails to comply with these agreed upon dates, the judge may set a show cause hearing); providing recognition for completion of MEND; and performing regular evaluation measures to assist in promoting effective practices and improving ineffective practices.
- The court has written personnel policies and procedures, and rules and regulations that apply to all court staff including the DACC. The court has a prepared job description for the DACC, which is part of this application.

Confidential personnel files are maintained for all court personnel. Performance-based assessments of staff service delivery are held via monthly meetings between the DACC and the Court Administrator as well as annual evaluations.

- The DACC does not currently have direct contact with victims. Information regarding the criminal justice process and measure of victim satisfaction with services comes directly from the Prosecuting Attorney's Office. The Prosecuting Attorney's Office provides each victim with a survey in an effort to evaluate their services to victims of crime and to continue to improve the quality of their services to victims of crime in the community. All responses are kept confidential.
- The court communicates and collaborates with other service providers to include the local domestic violence shelters, the local police and sheriff's departments as well as the BIP service provider, Family Counseling Center. This is demonstrated by the Memorandum of Agreement and interagency contracts that are attached to this application.

#### *Program Standards and Guidelines for Personnel Administration*

The Thirteenth Judicial Circuit has written policies and procedures, and rules and regulations that apply to all court staff including the Domestic Assault Court Coordinator (DACC). The court has a prepared job description for the DACC as well. These documents are available upon request. Confidential personnel files are maintained for all court personnel.

#### *Program Standards and Guidelines for Staff Development*

Grant-funded program staff are trained in a variety of ways. They receive one-on-one training with their direct supervisor as needed and have access to the judiciary's web-based educational programs. Program staff attends a three-day domestic violence conference annually.

#### *Program Standards and Guidelines for Service Provision*

Court-ordered participants receive counseling services from the Family Counseling Center of Missouri. The Center follows the guidelines of the MCADSV, as set out below. Utilizing records kept by the Domestic Assault Court Coordinator (DACC) in Excel as well as reports generated through the court's "OSCA Reports" software, the following information required on the annual progress reports is available: the number and type of criminal cases filed; the number, type, and disposition of disposed cases; the number of offenders reviewed and hearings conducted with regards to judicial monitoring; the disposition of probation violations; the number of offenders enrolled in MEND, and the program outcomes of MEND participants. These records are kept electronically in a password protected environment and in a hard copy in a locking cabinet. The DACC is not a provider of counseling services. The Thirteenth Judicial Circuit has written policies and documents that can be provided upon request.

#### *Program Standards and Guidelines for Program Accessibility*

- The Thirteenth Judicial Circuit in partnership with Family Counseling Center (FCC), do not discriminate or deny service on the basis of race, ethnicity, color, national origin, residency, language, sex, gender, age, sexual orientation, ability, social class, economic status, education, marital status, religious beliefs, or HIV status.
- The Domestic Assault Court Coordinator (DACC) does not provide direct services to victims of domestic violence. The DACC has a background in case management and the court supports ongoing training for the DACC in the form of attendance at outside training programs, such the training offered by the Missouri Coalition Against Domestic and Sexual Violence and the Missouri Office of Prosecutorial Services.
- The Thirteenth Judicial Circuit will furnish auxiliary aids and services to afford an individual with a disability and equal opportunity to participate in or benefit from services, programs, or activities conducted by the court. These auxiliary aids and services may include: sign language interpreter, large print materials, qualified interpreters for persons who are deaf, Ubi Duo communication device, written materials, assistive listening devices as well as other effective methods of making written or orally delivered materials available to individuals who are blind and deaf. Individuals with a disability may request the reasonable auxiliary aid of his or her choice and the court will give primary consideration to the choice. A reasonable effort will be made to accommodate the request. The Thirteenth Judicial Circuit also has a TTD device. The Thirteenth Judicial Circuit provides language interpreters for court-related purposes; however, FCC is responsible for providing an interpreter for any deaf or non-English speaking defendants.

- In Boone County everyone with the exception of judges are required to enter the courthouse through one entrance and walk through a metal detector. Access to the Callaway County Courthouse for all but staff with a FOB key access is through one door, which is monitored through security cameras. Both courthouses are equipped with security cameras and fully staff with court marshals.

*Program Standards and Guidelines for Records and Confidentiality of Victim Information*

- Case files are organized by the year and corresponding case number. In Boone County and Callaway County, case files are electronic and managed on the Justice Information System (JIS).
- The content of a case file typically includes bond conditions, the probable cause statement, entry of appearance, probation orders, all accompanying docket entries and motions, as well Domestic Violence Compliance Records, which lists agreed upon dates for enrollment, commencement, and graduation from MEND. All correspondence is typically included between the Judge/Defendant/DACC. Files also contain confidential reports from the DACC and probation officers. Files are kept pursuant to Supreme Court Operating Rule 8-Records and Retention and Destruction and are generally shredded. The DACC does not keep separate files on domestic violence cases. Generally, the Judge, Prosecuting Attorney, Defense Counsel, and DACC have access to the case file. In some cases, the general public has access to certain files, except all case information marked "CONFIDENTIAL". In paper files, the information marked CONFIDENTIAL is clearly labeled and only authorized court personnel can access this information and then only as it pertains to the duties of their jobs. In electronic files, only attorneys, judges, and court personnel may log-in to view court files and every person's security level is determined and monitored by the Office of State Courts Administrator.
- The batterers' intervention program is MEND through the Family Counseling Center (FCC). FCC provides information regarding clients' participation in MEND, which is tracked by the DACC. The DACC keeps multiple Excel spreadsheets of all the clients that have ever been in the program to include attendance, termination, graduation, etc.
- The court follows Missouri Supreme Court Operating Rule 2 governing public access to court records, and applicable statutes protecting the confidentiality of specific court records. The DACC does not receive details of defendants' participation in MEND except for attendance records and overall attitude regarding treatment.

*FCC adheres to the Standards and Guidelines for Batterers' Intervention Programs established by the Missouri Coalition Against Domestic and Sexual Violence (MCADSV)*

- The program philosophy of MEND and the curriculum used (The Duluth Curriculum) follows MCADSV's "Declaration of Principles" and the curriculum requirements.
- MEND requires that participants attend an intake/orientation session, where the information set on page 9 of the MCADSV guidelines is gathered and assessed, and then 27-weekly two-hour group sessions.
- With funding from the STOP-VAWA grant, FCC utilizes a sliding fee scale allowing defendants to pay between \$10 to \$40 per class session, depending on their income and dependents.
- FCC reserves the right to exclude people from MEND if they are unable to function in the group because of chemical dependency or psychiatric or cognitive issues.
- All program participants sign an agreement that they will adhere to group rules, which are listed on the agreement and discussed at the orientation session.
- Facilitators
- All current facilitators have a master's degree in counseling or social work.
- The program has used facilitators who have a bachelor's degree and experience in working at women's shelters. Periodically staff from True North, a local women's shelter and advocacy center, assist with the training of new facilitators.
- New facilitators are trained in all aspects of the training guidelines and must observe several groups before starting their own groups. When beginning with a group, they must work an experienced facilitator.



- Monthly facilitator staff meetings are held in which facilitators discuss the curriculum and articles regarding domestic violence treatment

### **Future Programs**

The current domestic violence program of the Thirteenth Judicial Circuit is very successful. However, the court predicts a future need for additional BIP Programs to be covered through grant funds. The domestic violence judge in each county has observed an increase of female offenders on their domestic violence dockets. The judges have stated that if funding was also available and classes were offered for female offenders to attend a batterers' intervention program, they would order female abusers to attend the program. FCC only has a BIP for men currently. However, FCC is developing a female batterers' intervention program that is anticipated by the end of 2015. The program will be similar to their current MEND program in that it will be based on the Duluth Model. The female program will use a similar approach including examining participants' use of power and control, and exploring how to foster equality and non-violence in relationships. According to Family Counseling Center, unlike the men's model, the women's program addresses trauma more deeply because evidence-based studies show that a large proportion of women who perpetrate domestic violence (80% or higher) were past or are current victims of abuse; this is not the case for men who commit domestic assault.

Moreover, the female program will operate pursuant to the same standards and guidelines for batterer intervention programs established by the Missouri Coalition Against Domestic & Sexual Violence. The female participants will be required to attend an intake/orientation session, and then 27 weekly two-hour sessions thereafter. With funding from the STOP-VAWA grant, FCC will utilize the same sliding scale that is used for the MEND Program. Additionally, similar to the current men's program, the court may order a female defendant to the women's batterers' intervention program as a condition of bond or probation. Moreover, the DACC will monitor the female defendant's progress with the program and report to the Court as necessary.

If another appropriate batterer intervention program were to open in Boone or Callaway County, the DACC would verify whether the program meets the necessary standards to be an approved provider, and verify with DPS whether that entity could also receive grant funding. At this time, it is anticipated that only FCC's MEND program will be utilized by the court for the duration of the 2016-2017 grant.

## **Proposed Service Area**

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### **Proposed Service Area\***

*State the geographic area to be served by this project.*

The geographic area to be served by this project is Boone and Callaway counties in central Missouri.

## **Coordination of Services**

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### **Coordination of Services\***

*Outline how your agency will coordinate the activities of this project with other service providers, law enforcement agencies, prosecuting attorney's offices, courts and other agencies in your community. Other services may not necessarily be the same as offered by your project.*

*Explain how the services to be offered by this project will complement other activities and services already in place in your community.*

*Do not merely state who you coordinate with; provide an explanation of specific activities.*

*Please note that this is a required component to receiving VAWA funds.*

The Thirteenth Judicial Circuit works closely with many offices, agencies, and stakeholders including the Boone and Callaway Prosecutor's Office, criminal defense attorneys, probation officers, True North (domestic violence shelter), Coalition Against Rape and Domestic Violence (domestic violence shelter), and the Family Counseling Center (FCC). The Court anticipates continuing these relationships.

Meetings regarding the Boone County domestic violence docket are hosted quarterly at the Boone County Courthouse. These meetings include the domestic violence judge, the Domestic Assault Court Coordinator (DACC), court administration, the Boone County domestic violence prosecutors, victim advocates, public defenders, a representative from the private criminal defense bar, Missouri State probation officers, the Boone County Circuit Clerk's Office, True North, Adult Court Services (Boone County's internal probation and parole department, and FCC. The meetings allow the stakeholders to openly discuss programs, issues, and solutions specifically related to the domestic violence docket. The DACC schedules and conducts these meetings. The frequency in which these meetings are held are reviewed and evaluated with the domestic violence judge.

Boone County is fortunate to have what is known as the Domestic Violence Enforcement (DOVE) unit. The DOVE unit includes the Columbia Police Department, Boone County Sheriff's Department, Missouri State Probation and Parole, True North, Boone County Prosecutor's Office, and FCC. Representatives from these agencies meet monthly to discuss the coordination of services, the domestic violence docket, and ideas for improving domestic violence awareness in the community. Outside of these monthly meetings the agencies partner to provide trainings and communicate about cases as needed.

In collaboration with the Court, and as a way to further assist victims, the Prosecutor's Office sends an informational letter to victims that include information on accessing Case.net, Missouri's automated case management system. This allows victims to easily determine court dates, bond conditions, and other applicable information that is part of the Court's case file. The informational letter is included with this application.

Callaway County also has a domestic violence task force known as the Coordinated Community Response Team (CCRT). The group includes the Fulton Police Department, Holts Summit Police Department, Callaway County Sheriff's Department, Callaway County Prosecutor's Office, Missouri State Board of Probation and Parole, and CARD-V (domestic violence shelter). The group meets monthly to discuss domestic violence issues in Callaway County. The DACC attends these meetings to discuss the Court's programs and ways to improve the domestic violence docket.

## ***Consultation with Victim Services***

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### **Prosecution, Law Enforcement and Court based applicants Only:**

#### **Consultation with Victim Services**

*Prosecution, Law Enforcement and Court based applicants are required to consult with state or local victim service programs during the course of developing their grant applications in order to ensure that the proposed services, activities and equipment acquisitions are designed to promote the safety, confidentiality and economic independence of victims of domestic violence, sexual assault, stalking and dating violence.*

*Please explain in detail the process undertaken to meet this requirement.*

The Domestic Assault Court Coordinator consulted with the Executive Directors of True North and the Coalition Against Rape and Domestic Violence (CARDV), the local domestic violence shelters, in preparing its application. Memorandums of Understanding are included with this application.

## ***Victim Compensation Assistance***

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### **Victim Compensation Assistance\***

*Describe the procedures used by your agency to provide information on and assistance to crime victims with filing for victim's compensation funds. Please note that this is a NEW component to receiving VAWA funds.*

While the Domestic Assault Court Coordinator (DACC) works with and monitors participation of offenders in MEND (local batterers' intervention program), the Victim Response Team with the Prosecuting Attorney's office in Boone and Callaway counties deals directly with victims of domestic violence. According to the Victim Response Team, Victims' Compensation Fund information is offered to every victim of crime. Once a charge is filed, victims receive a letter outlining their rights and the services available to them. Included with this letter is information about the Crime Victims' Compensation Program. The Victim Response Team plays an active role in aiding crime victims with their applications. Victim Response Team staff members assist the victim/claimant by securing documentation of expenses related to the crime, notarizing the application, and communicating with the Victims' Compensation Fund caseworker regarding the status of the claimant's application. Once a claim has been awarded, the Crime Victims' Compensation Fund is listed in the Prosecuting Attorney's case file as a secondary victim. Defendants who receive probation are held accountable for the amount paid on the claim.

## ***Number of Victims to Be Served***

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### **Number of Victims to Be Served\***

*Indicate the anticipated number of victims to be served by this VAWA funded project.*

*Do not include the total number of victims served by your agency, but the number that will be served specifically by this particular project.*

*For victims of domestic and/or sexual violence break out the number of women to be served, men to be served, and children to be served separately.*

*These numbers should match what is listed on the VAWA Data Report.*

*Give statistics from previous years to support your estimate.*

It is anticipated the Integrated Domestic Violence Program will indirectly serve approximately 2,095 victims per year for a total of 4,190 victims. This is based on the 668 domestic violence cases filed in Boone County and the 171 domestic violence cases filed in Callaway County in 2014 multiplied by the average household size in their respective counties.

While only a portion of the cases involving domestic violence will result in a defendant ordered to attend MEND, all of those cases will be a part of the domestic violence dockets or subject to interaction with the Domestic Assault Court Coordinator. As part of the Integrated Domestic Violence Program, there are enhanced bond conditions and expedited preliminary hearings. This impacts on offender accountability. In addition to these indirect victims, the program will continue to contribute to the overall safety of the community by reducing recidivism rates.

From January 2009 through July 2015, 720 defendants were court-ordered to attend MEND. Of those ordered, 424 defendants have successfully graduated from the MEND Program.

**Goals and Objectives**

Organization Type	Objective	Objectives Percentage (%)
Batterer Intervention Programs	_____ % that completes the BIP program	65%
Batterer Intervention Programs	_____ % with no reported incidents of violence while in the BIP program	85%

**Evaluation Procedure**

**Evaluation Procedure\***

*The evaluation component of the application should tie to the goals and objectives. Describe the process to be used to determine the effectiveness of your program and the effect of your program on the victims served, such as pre- and post-testing, surveys, client-satisfaction evaluations, etc (it is helpful to attach blank samples of these tools, if available). Explain how data is assessed and used to improve services to victims. This must also include a description of the data to be collected, as outlined in the Program Description, to prepare any progress reports and/or final reports required by the Violence Against Women Act.*

**Objective 1: 65% of court-ordered defendants will complete the BIP program.**

For the purposes of this objective, the DACC is using a timeframe of one year. The DACC currently tracks all defendants ordered to attend MEND in Boone and Callaway Counties utilizing attendance and participation reports from Family Counseling Center, OSCA Reports software, and Excel. While 65% may seem like a low target, we are taking into consideration that there will be some noncompliance causing a delay in completion time.

**Objective 2: 85% of court-ordered defendants will have no reported incidents of violence while in the BIP program.**

For the purposes of this objective, "violence" is being defined as any domestic violence case. The DACC currently tracks recidivism for MEND participants through Missouri Case.net, which is online access to the Missouri state courts automated case management system. From there one is able to inquire about case records including docket entries, parties, judgments and charges in public court. Via this system the DACC is able to monitor MEND participants for new domestic violence cases.

**Progress and/or Final Report**

Utilizing records kept by the DACC in Excel as well as reports generated through the Court's OSCA Reports software, the following information required on the yearly progress reports is available: the number and type of criminal cases filed; the number, type, and disposition of disposed cases; the number of offenders reviewed and hearings conducted with regards to judicial monitoring; the disposition of probation violations; the number of offenders enrolled in MEND, and the program outcomes of MEND participants.

**Report of Success**

Goal	Measurable Objectives	VAWA Outcomes
To hold batterers accountable by tracking their attendance and	65% of court-ordered defendants	For the purposes of reporting this outcome, the DACC tracked all defendants in the BIP program by utilizing attendance and participation reports from the Family Counseling Center, OSCA Reports software, and Excel. The DACC used a period of January 2014 through July

<p>monitoring their compliance with the court order to attend and successfully complete a BIP Program.</p>	<p>will complete the BIP Program.</p>	<p>2015. For this time period, there were 180 defendants ordered by the court in Boone County and Callaway County to attend the local BIP Program, MEND. Of those 180, 105 or 58% successfully completed and graduated the program. However, on the grant application for this reporting period, it was indicated that the DACC would use a timeframe of one year. Using just a timeframe of year, January 2014 through December 2014, 113 defendants were ordered to MEND. Of those 113, 70 or 62% successfully completed and graduated the program. The decrease in percentage from 62% to 58% when the timeframe was expanded by seven months is most likely due to a vacancy in the DACC position from April 1, 2015 through May 4, 2015.</p>
<p>Reduce recidivism and change the abuser's behavior by mandating defendants who commit domestic violence to participate in a BIP Program.</p>	<p>75% with no reported incidents of violence while in the BIP.</p>	<p>For the purposes of this outcome, "violence" is being defined as any domestic violence case. The DACC currently tracks recidivism for MEND participants through Missouri Case.net, which is online access to the Missouri state courts automated case management system. From there one is able to inquire about case records including dockets entries, parties, judgments and charges in public court. Via this system the DACC is able to monitor MEND participants for new domestic violence cases. 172 defendants attended MEND in 2014, with a 156 or 91% having no reported incidents of violence while in the program. Furthermore, of those individuals who have graduated thus far in 2015, 27 defendants or 90% have had no reported incidents of violence. Both of these figures significantly surpass the goal of 75%, thus, indicating the MEND program is effective at reducing recidivism of domestic violence.</p>

**Personnel**

Name	Title	Position	Employment Status	Salary per Pay Period	Number of Pay Periods	% of Grant Funded Time	Total Cost	Local Match %	Local Match Share	Federal/State Share
Brooke Downing (2016)	Domestic Assault Court Coordinator	Retained	FT	\$1,488.15	26.0	100.0	\$38,691.90	0	\$0.00	\$38,691.90
Brooke Downing (2017)	Domestic Assault Court Coordinator	Retained	FT	\$1,532.81	26.0	100.0	\$39,853.06	0	\$0.00	\$39,853.06
							\$78,544.96		\$0.00	\$78,544.96

**Personnel Justification**

**Personnel Justification**

*If personnel is included in the budget, provide justification for each position.*

*If the position is new (created), provide a description of the job responsibilities the individual will be expected to perform. If the position exists (retained), provide a description of the job responsibilities and the experience and/or any certification the individual possesses.*

*If using Match in this section please identify who will be providing these funds and describe the source of the funds.*

*If a salary increase is included, address the type/reason for such increase, the percentage of increase, and the effective date of the increase.*

*If an Increase and/or new line item is being requested, please explain why it is being requested and how the agency has paid for this expense in the past.*

**Supplanting DOES apply to non-profit agencies as well as government agencies.**

The DACC performs a variety of functions, which included monitoring the attendance and participation of defendants in MEND and coordinating with probation and court services in monitoring compliance with other court-ordered conditions of probation. When noncompliance occurs the DACC takes action based on a graduated range of sanctions including

sending warning letters to defendants, talking and meeting with defendants, and informing the defendant's probation officer of noncompliance. When appropriate, noncompliance is reported to the domestic violence judge so the judge can have the discretion whether to set a show cause or probation violation hearing. In addition, the DACC administers grant funds; collects, maintains, and analyzes data regarding court programs, and assists the Court on domestic violence cases as needed.

The DACC also acts as the Court's liaison to Family Counseling Center (FCC), prosecutors, defense counsel, law enforcement, and probation officers regarding court programs and procedures. This has allowed the Court to realistically require defendants to enroll in MEND within approximately one month. Prior to the hiring of the DACC it took a defendant an average of 143 days to enroll in the program. Additionally, it is expected the defendant begin class one week after enrolling in the program. Prior to the DACC, it took a defendant an average of 78 days to enroll in the program. Moreover, the time period between defendants being terminated from MEND or placed on hold and the Court receiving notification of such action has been significantly reduced from one month or more to one to two weeks. Thus, the DACC has significantly reduced the time periods for defendants to start the program and the Court receiving notification of noncompliance, which ultimately increases offender accountability.

Calculations for salary and benefits are based on Boone County employees being paid bi-weekly, resulting in 26 pay periods per year. The estimates for 2016 and 2017 include a 3 % COLA raise per year as is customary with other Boone County employees, usually given on the first of the year. This COLA raise will only occur if the County approves the raise for all other staff.

The current DACC has a Juris Doctorate degree from Florida Coastal School of Law. The DACC is a licensed attorney with the Missouri Bar. The DACC received a Bachelor's of Science degree in Criminal Justice with a minor in Sociology from the University of Nebraska-Omaha. The DACC has six years case management experience with individuals with mental health and substance abuse issues, and juveniles. While obtaining a Bachelor's degree, the DACC worked as a Community Support Worker for the State of Nebraska serving individuals with mental and behavioral disabilities. Additionally, prior to attending law school the DACC served as Community Support Specialist for an adolescent substance abuse treatment center in Jefferson City, Missouri for one year. After graduating law school, the DACC worked for the Thirteenth Judicial Circuit Family Court-Juvenile Division as a Detention Deputy Juvenile Officer/Evaluator. Finally, the current DACC has served in the present position for approximately four months.

**Personnel Benefits**

Category	Item	Salary/Premium	Percentage/# of Periods	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
Deferred Comp	401 A Match (2016 and 2017)	\$15.00	24.0	100.0	\$360.00	0	\$0.00	\$360.00
					\$360.00		\$0.00	\$360.00
Dental Insurance	Dental Insurance (2016 and 2017)	\$35.00	24.0	100.0	\$840.00	0	\$0.00	\$840.00
					\$840.00		\$0.00	\$840.00
Disability Insurance	Disability Insurance (2016 and 2017)	\$78,544.96	0.0038	100.0	\$298.47	0	\$0.00	\$298.47
					\$298.47		\$0.00	\$298.47
FICA/Medicare	FICA/Medicare	\$78,544.96	0.0765	100.0	\$6,008.69	0	\$0.00	\$6,008.69
					\$6,008.69		\$0.00	\$6,008.69
Life Insurance		\$4.00	24.0	100.0	\$96.00	0	\$0.00	\$96.00

	Life Insurance (2016 and 2017)							
					\$96.00		\$0.00	\$96.00
Medical Insurance	Medical Insurance (2016 and 2017)	\$485.00	24.0	100.0	\$11,640.00	0	\$0.00	\$11,640.00
					\$11,640.00		\$0.00	\$11,640.00
Workers Comp	Workers Comp	\$78,544.96	0.0337	100.0	\$2,646.97	0	\$0.00	\$2,646.97
					\$2,646.97		\$0.00	\$2,646.97
					\$21,890.13		\$0.00	\$21,890.13

**Personnel Benefits Justification**

**Benefits Justification**

*If personnel benefits are included in the budget, provide justification for each fringe benefit.*

*If using Match in this section please identify who will be providing these funds and describe the source of the funds.*

*If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

*If an increase and/or new line item is being requested, please explain why it is being requested and how the agency has paid for this expense in the past.*

**Supplanting DOES apply to non-profit agencies as well as government agencies.**

The benefits stated are currently provided to all Boone County employees. The rates stated are current and are not expected to change at this time.

**PRN/Overtime**

Name	Title	PRN/Overtime Pay	Hours on Project	Total Cost	Local Match %	Local Match Share	Federal/State Share
				\$0.00		\$0.00	\$0.00

**PRN/Overtime Justification**

**PRN/Overtime Justification**

*If PRN/Overtime is included in the budget, provide justification for the expense. Describe why PRN/Overtime funding is necessary and how it will aid in the success of the project.*

*If using Match in this section please identify who will be providing these funds and describe the source of the funds.*

*If an PRN/Overtime pay rate increase is included, address the individuals eligibility for such increase, the percentage of increase, and the*

effective date of the increase.

If an increase and/or new line item is being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

Supplanting DOES apply to non-profit agencies as well as government agencies.

N/A.

**PRN/Overtime Benefits**

Category	Item	PRN/Overtime Premium	Percentage/# of Periods	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
					\$0.00		\$0.00	\$0.00
					\$0.00		\$0.00	\$0.00

**PRN/Overtime Benefits Justification**

**PRN/Overtime Benefits Justification**

If PRN/Overtime benefits are included in the budget, provide justification for each fringe benefit.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.

If an increase and/or new line item is being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

Supplanting DOES apply to non-profit agencies as well as government agencies.

N/A.

**Volunteer Match**

Description of Service	Number of Volunteers	Total Hours	Local Match Share
			\$0.00

**Volunteer Match Justification**



**Volunteer Match Justification**

*If volunteer match is included in your application explain the number of volunteers that will be used, the activities that they will be conducting and when they will be conducting these activities (day, evening, weekends).*

N/A.

**On-Call Volunteer Match**

Description of Service Provided	Number of Volunteers	Total Number of Hours	Total Local Match
			\$0.00

**On-Call Volunteer Match Justification**

**On-Call Volunteer Match Justification**

*Outline the specific activities/duties that the volunteers will be conducting.*

N/A.

**Travel/Training**

Item	Category	Unit Cost	Duration	Number	Total Cost	Local Match %	Local Match Share	Federal/State Share
Mileage to and from Callaway County Courthouse	Mileage	\$0.37	48.0	96.0	\$1,704.96	100.0	\$1,704.96	\$0.00
Missouri Office of Prosecution Services Domestic and Sexual Violence Conference (2016 and 2017)	Registration Fee	\$100.00	1.0	2.0	\$200.00	100.0	\$200.00	\$0.00
Missouri Office of Prosecution Services Domestic and Sexual Violence Conference (2016 and 2017)	Mileage	\$0.37	237.8	2.0	\$175.97	100.0	\$175.97	\$0.00
Missouri Office of Prosecution Services Domestic and Sexual Violence Conference (2016 and 2017)	Meals	\$50.00	3.0	2.0	\$300.00	100.0	\$300.00	\$0.00
Missouri Office of Prosecution Services Domestic and Sexual Violence Conference (2016 and 2017)	Lodging	\$105.00	2.0	2.0	\$420.00	100.0	\$420.00	\$0.00
					\$2,800.93		\$2,800.93	\$0.00

**Travel/Training Justification**

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**Travel/Training Justification**

*If travel/training is included in the budget, provide justification for each expense and why such is necessary to the success of the proposed project.*

*For training, identify the location and date(s) of the training. If either the location or date(s) is unknown, clearly identify such.*

*Describe the anticipated benefit and/or a synopsis of the training and who will be attending such event.*

*If using Match in this section please identify who will be providing these funds and describe the source of the funds.*

*If an increase and/or new line item is being requested, please explain why it is being requested and how the agency has paid for this expense in the past.*

**Supplanting DOES apply to non-profit agencies as well as government agencies.**

The Missouri Office of Prosecution Services Domestic and Sexual Violence Conference is the main training the Domestic Assault Court Coordinator receives during the year. The conference typically lasts three days and includes trainings, seminars, and speakers on a variety of topics related to domestic and sexual violence. Past topics included the following: Pretrial Supervision of Domestic and Sexual Violence Offenders, Best Practices in Community Supervision of Domestic Violence Cases, and Utilization of Domestic Violence Courts and Dockets. In addition to the information gained, this conference allows the DACC to interact and collaborate with other stakeholders. The locations of the 2016 and 2017 conferences have not yet been released; however, the conference was held in Springfield, Missouri in 2014 and St. Louis, Missouri 2015.

Part of the DACC's job duties requires her to leave her office at the Boone County Courthouse for travel to the Callaway County Courthouse three times per month for domestic violence dockets and additionally once per month for Coordinated Community Response Team (CCRT) meetings, which are held to discuss issues related to domestic violence and the domestic violence docket. This makes a total of 48 rounds trips per year, each round trip being 48 miles.

The funds utilized for match in this section will be provided by the Administration of Justice Fund. The fund, which is established by section 488.5025 of the Missouri Revised Statutes, is accessible by the Court for the improvement of case processing and the administration of justice.

**Equipment**

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Item	Description	Unit Cost	Quantity	Source of Bid	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
						\$0.00		\$0.00	\$0.00

**Equipment Justification**

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**Equipment Justification**

*If equipment is included in the budget, provide justification for each item.*

*Address why the item is needed, whether it is a replacement or an addition, who will use it, and how it will be used.*

*If using Match in this section please identify who will be providing these funds and describe the source of the funds.*

*If an increase and/or new line item is being requested, please explain why it is being requested and how the agency has paid for this expense in the past.*

*Supplanting DOES apply to non-profit agencies as well as government agencies.*

N/A.

**Supplies/Operations**

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
Office Supplies (2016 and 2017)	Annual	\$150.00	2.0	100.0	\$300.00	100.0	\$300.00	\$0.00
					\$300.00		\$300.00	\$0.00

**Supplies/Operations Justification**

**Supplies/Operations Justification**

*If supplies/operations are included in the budget, provide justification for each expense.*

*Address why the item is necessary for the proposed project, who will use it, and how it will be used.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

*If using Match in this section please identify who will be providing these funds and describe the source of the funds.*

*If an increase and/or new line item is being requested, please explain why it is being requested and how the agency has paid for this expense in the past.*

*Supplanting DOES apply to non-profit agencies as well as government agencies.*

Office supplies will be purchased for sole use by the DACC.

The funds utilized for match in this section will be provided by the Administration of Justice Fund. The fund, established by Section 488.5052 of the Missouri Revised Statutes, is accessible by the Court for the improvement of case processing and the administration of justice.

**Contractual**

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal/State Share
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Boone County BIP (per year)	Annual	\$78,425.39	2.0	100.0	\$156,850.78	39.11	\$61,344.34	\$95,506.44
Callaway County BIP (per year)	Annual	\$25,478.29	2.0	100.0	\$50,956.58	30.63	\$15,608.00	\$35,348.58
					\$207,807.36		\$76,952.34	\$130,855.02

**Contractual Justification**

**Contractual Justification**

*If contractual or consultant services are included in the budget, provide justification for each expense.*

*Address why each item is necessary for the proposed project and who will benefit from the services.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

*If using Match in this section please identify who will be providing these funds and describe the source of the funds.*

*If an increase and/or new line item is being requested, please explain why it is being requested and how the agency has paid for this expense in the past.*

**Supplanting DOES apply to non-profit agencies as well as government agencies.**

An essential component of the domestic violence docket is the requirement that some defendants attend MEND as part of a graduated range of sanctions that uses the coercive power of the criminal justice system to hold abusers accountable for their criminal action and for changing their behavior. In 2006 Family Counseling Center obtained grant funding for its batterers' intervention program, MEND. This allowed participants who could not afford the total cost of \$1,100 (\$40 per class for 27 classes plus \$20 orientation fee) for the 27-week program to still attend the program. The grant funding discontinued in 2008. To make the program financially feasible for defendants, the Court applied for STOP-VAWA funding for the program in 2008. The current funding permits up to \$30 of the \$40 per class fee. The remaining portion, or copay, which is a minimum of \$10 per class, is calculated utilizing a sliding scale, and is paid for by the defendants. Currently, there are total of 117 participants enrolled in the MEND program in the two counties. Approximately 91% of participants financially qualify for use of the grant, whereas 9% of participants pay the full \$40 per class fee. 74% of participants utilize the full extent of the grant and 17% of participants utilize the grant for less than the full benefit, paying \$12 to \$35 per class.

The funds designated as match in this section will be provided by the portion of MEND fees paid by defendants. The portion paid by defendants is currently \$10 to \$40 per class. The amount defendants are required to pay is determined utilizing a sliding scale based on income and dependents.

**Boone County MEND**

Per Family Counseling Center billing for Boone County, the total cost of classes and orientation for 2013 was \$71,740.00, with defendants paying \$27,592.00 of that, or 38.5%. The total cost of classes and orientation for 2014 was \$74,160.00, with defendants paying \$28,045.00 of that, or 37.8%. The total cost of classes and orientation for 2015 through June was \$37,120.00, with defendants paying \$13,398.00 of that, or 36.1%. Assuming the second half of 2015 is consistent with the first half, totals for 2015 would be \$74,240.00 total and \$26,796.00 paid by defendants. Averaging the last three years together based on billing, it is expected that the total cost of classes and orientation will be \$73,380.00 with 37.4% or \$27,478.00 paid by the defendants each year.

Furthermore, the above financial figures do not account for the use of funding toward the women batterers' intervention program anticipated to start in Winter 2015 at Family Counseling Center. The domestic violence judge in Boone County maintains that as soon as a program for female offenders is started, they will order women to the program.

**Callaway County MEND**

Per Family Counseling Center billing for Callaway County, the total cost of classes and orientation for 2013 was \$22,960.00, with defendants paying \$7,555.00 of that, or 32.9%. The total cost of classes and orientation for 2014 was \$17,640.00, with defendants paying \$7,548.00, or 42.8%. The total cost of classes and orientation for 2015 through June was \$10,820.00, with defendants paying \$4,212.00 of that, or 38.9%. Assuming the second half of 2015 is consistent with the first half, totals for 2015 would be estimated at \$21,640.00 total for classes and orientation and \$8,424.00 paid by defendants. Averaging the last three years together based on billing, it is expected that the total cost of classes and orientation will be \$20,747.00 with 37.8% or \$7,842.00 paid by the defendants each year.

Similar to Boone County, the above financial figures do not account for the use of funding toward the women batterers' intervention program anticipated to start in Winter 2015 at Family Counseling Center. The domestic violence judge in Callaway County maintains that as soon as a program for female offenders is started, they will order women to the program.

#### Supplanting

There are not any funds requested in this application that are subject to supplanting.

### Total Budget

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Total Federal/State Share:	\$231,290.11	74.29%
Total Local Match Share:	\$80,053.27	25.71%
Total Project Cost:	\$311,343.38	

### Cost Assumption

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#### Cost Assumption\*

*Describe how the Project Agency plans to continue the activities of this project if VAWA funds would no longer be available to the Project Agency. What proactive steps are being taken to absorb the project cost into the applicant agency's future budget? Provide information on the development of a contingency plan for victim services.*

In the event that STOP-VAWA funding is no longer available, the Thirteenth Judicial Circuit will attempt to identify other sources of funding for the program. This would include applying for public grants and private grants, applying to Boone County for assistance through the Proposition L Law Enforcement Sales Tax, or a combination of multiple approaches. Moreover, even if the funding is no longer available, the domestic violence dockets will continue to operate, but with limited resources and accountability measures. In particular, without the assistance of the DACC and funding to subsidize the MEND Program, the specialized domestic violence dockets will not obtain their maximum impact offender accountability and public safety.

### VAWA Data Form

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**Budget Total:** \$231,290.11

*The requested STOP Program funds will be used for: (Prorate percentage of time if project covers more than one category.)*

<b>Law Enforcement:*</b>	0%	\$0.00
<b>Prosecution:*</b>	0%	\$0.00
<b>Victim Services Project:*</b>	0%	\$0.00
<b>Court:*</b>	100.0%	\$231,290.11
<b>Discretionary:*</b>	0%	\$0.00
<b>Culturally Specific:*</b>	0%	\$0.00
<b>Other:*</b>	0%	\$0.00

**Project Focus:\*** Domestic Violence Services

*Indicate the anticipated number of victims to be served by this STOP funded project*

**Total Victims of Crime:\*** 4190  
**Hotline Calls:\*** 0

*If a domestic violence shelter, indicate the anticipated number of women and children to be served, by this STOP funded project, in shelter and outreach services, the number of anticipated hotline calls and the anticipated number of bednights.*

**Women:**

**Children:**

**Men:**

**Bed-Nights:**

*If a training/technical assistance project, show the anticipated number of people and/or communities to be trained:*

**People:**

**Communities:**

***Type of victimization***

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**Budget Total 1** \$231,290.11  
**Sexual assault\***

	0%	\$0.00
Domestic violence/dating violence*	94.0%	\$217,412.70
Stalking*	6.0%	\$13,877.41
<b>Total</b>	<b>100.0%</b>	<b>\$231,290.11</b>
	(must equal 100%)	(must equal budget total 1)

**Other Funding Sources**

Source of Funding	Amount	Description of the Funding	Funding Period	Expenditures Covered by Funding
Administration of Justice Fund	\$3,400.00	The Administration of Justice Fund, which is established by section 488.5025 of the Missouri Revised Statutes, is accessible by the Court for the improvement of case processing and the administration of justice.	01/01/2016 through 12/31/2017	Travel/Training Supplies/Operations Vehicle Expenses (mileage)
	\$3,400.00			

**Required Attachments**

Attachment	Description	File Name	Type	File Size
A detailed copy of your agency's organizational chart (REQUIRED)	Organizational Chart	Organizational Chart.pdf	pdf	88 KB
Your agency's procurement (purchasing) policy (if Applicable)	Boone County Purchasing Policy Manual	Purchasing Policy Manual.pdf	pdf	338 KB
Your agency's mileage reimbursement policy (if Applicable)	Travel reimbursement policy	Travel reimbursement.pdf	pdf	220 KB
Job descriptions and last Pay Stub for personnel involved in this proposed project (REQUIRED)				
Your agency's profit/loss statement from the past two (2) years recently completed for your agency as a whole (if Applicable)				
Your Agency Budget (Current) REQUIRED	2015 Current Budget	Current Budget and Benefits.pdf	pdf	170 KB
Your Agency Budget (Past)two (2) years REQUIRED	2013 and 2014 Budgets	2013 and 2014 Budgets.pdf	pdf	136 KB
A list of your organization's Board of Directors (if Applicable)				
Documentation of Nonprofit Status and two (2) years of 990's (if Applicable)				
Letters of Collaboration (REQUIRED)	Letters of Collaboration and MOU	Letters of Collaboration.pdf	pdf	9.7 MB
Copy of Contractual Agreement to be used (if applicable)	Contractual Agreement with FCC.	FCC Contract.pdf	pdf	168 KB

**Other Attachments**

File Name	Description	File Size
Bond Returnable Schedule.pdf (796 KB)	Bond Returnable Schedule	796 KB

**STOP Certification**

*I certify that the agency has complied with the requirements of the Violence Against Women and Department of Justice Reauthorization Act of 2005 during the course of developing this application for grant funds by consulting with victim service programs to ensure that the proposed services and activities are designed to promote the safety, confidentiality and economic independence of victims of domestic violence, sexual assault, stalking and dating violence.*

**Consultation with Victim Services**      Yes

*Your typed name as the applicant authorized official, in lieu of signature, represents your legal binding acceptance that the agency has consulted with a community victim service agency before submitting this application.*

**Title:**

**Authorized Official Name:**

**Agency Type**

**Date:**

**Audit Requirements**

**Date last audit was completed:\***      06/29/2015

**Date(s) covered by last audit:\***      01/01/2014 to 12/31/2014

**Last audit performed by:\***      RubinBrown LLP

**Phone number of auditor:\***      314-290-3300

**Date of next audit:\***      May 2016

**Date(s) to be covered by next audit:\***      01/01/2015-12/31/2015

**Next audit will be performed by:\***      RubinBrown LLP

*Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.*

*The Federal Amount refers to funds received directly from the Federal Government or federal funds passed through state agencies in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.*

*The State Amount refers to funds received directly from the State of Missouri, not including federal pass-thru funds.*

**Federal Amount:\***      \$1,042,399.00

**State Amount:\***      \$2,582,060.00



## **Application Certified Assurances**

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*To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:*

### *2016-2017 STOP VAWA Certified Assurances*

*I am aware that failure to comply with any of the Certified Assurances and/or Confidential Funds Certifications, if applicable, could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance.*

**I have read and agree to  
the terms and conditions  
of the grant. \***

*Your typed name as the applicant authorized official, in lieu of signature, represents your legal binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application.*

**Title:\***

**Authorized Official Name:\***

**Date:\***

427-2015

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

September Session of the July Adjourned

Term. 20 15

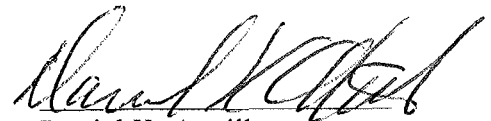
In the County Commission of said county, on the 15th day of September 20 15  
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached invoice for the August 2015 Office of Emergency Management expenses in the amount of \$14,800.29.

Done this 15th day of September, 2015

ATTEST:

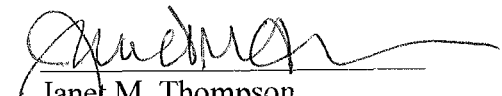
Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner



Office of Emergency Management

2201 Interstate 70 Drive NW  
Columbia, MO 65202

OFFICE: 573-447-5070

FAX: 573-447-5079

# Invoice

Date	Invoice #
9/10/2015	67

Bill To
Boone County Commission 801 E Walnut, Room 333 Columbia, MO 65201

Quantity	Description	Rate	Serviced	Amount
1	August OEM Expenses	14,800.29		14,800.29

I, Misti Reynolds, Executive Assistant of Office of Emergency Management certifies that all Boone County Fire Protection District's procurement and spending policies have been followed and that all costs to be reimbursed were for Emergency Management services.

*Misti Reynolds*

<b>Total</b>	\$14,800.29
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$14,800.29



# OFFICE OF EMERGENCY MANAGEMENT

## 2015 EMPG/OEM



PERSONNEL	EMPG BUDGET	Actual Expenditures for August 2015	Actual Expenditures Year To Date	EMPG Over/(Under) Total Budget	OEM BUDGET	Actual Expenditures for August 2015	Actual Expenditures Year To Date	OEM Over/(Under) Total Budget	TOTAL BUDGET
Salaries	\$ 66,394.93	\$ 4,576.02	\$ 38,649.63	(27,745.28)	\$ 95,000.00	\$ 6,594.54	\$ 55,552.93	(39,447.07)	\$ 161,394.93
Scott	\$ 13,334.70	\$ 1,025.72	\$ 8,718.77						
Josh	\$ 20,923.62	\$ 1,377.72	\$ 11,492.23						
Alvui	\$ 15,740.99	\$ 906.26	\$ 7,703.33						
Martini	\$ 7,283.11	\$ 560.24	\$ 4,762.04						
Lee	\$ 9,112.51	\$ 706.08	\$ 5,973.29						
Fringe	\$ 8,855.60	\$ 770.11	\$ 5,767.62	(3,087.98)	\$ 50,000.00	\$ 3,125.99	\$ 22,257.45	(27,742.55)	\$ 58,855.60
Josh	\$ 5,179.48	\$ 433.55	\$ 3,349.49						
Misc	\$ 3,676.12	\$ 336.56	\$ 2,418.13						
<b>TOTAL PERSONNEL</b>	<b>\$ 75,250.53</b>	<b>\$ 5,346.19</b>	<b>\$ 44,417.27</b>	<b>(\$30,833.26)</b>	<b>\$ 145,000.00</b>	<b>\$ 9,720.53</b>	<b>\$ 77,810.38</b>	<b>(\$67,189.62)</b>	<b>\$ 220,250.53</b>
<b>OPERATIONS</b>									
Office Supplies	\$ 1,000.00	\$ 232.74	\$ 448.49	(\$51.51)	\$ 2,000.00	\$ 232.75	\$ 448.50	(1,551.50)	\$ 3,000.00
Public Education & Training	\$ -	\$ -	\$ -	0.00	\$ 22,374.00	\$ -	\$ 12,740.69	(9,633.31)	\$ 22,374.00
EOC Maintenance (Everbridge & Generator)	\$ 1,153.00	\$ -	\$ 633.45	(519.55)	\$ 1,705.00	\$ -	\$ 633.45	(1,071.55)	\$ 2,858.00
Registration Fees (Membership dues, Subscriptions, Conference Fees, Etc.)	\$ 233.44	\$ -	\$ 233.44	0.00	\$ 2,100.00	\$ 69.00	\$ 1,040.36	(1,059.64)	\$ 2,333.44
Phones	\$ 500.00	\$ 38.75	\$ 356.18	(143.82)	\$ 694.15	\$ 38.75	\$ 356.19	(337.96)	\$ 1,194.15
Office & Warehouse Rent	\$ 6,308.85	\$ -	\$ 6,305.85	(3.00)	\$ 6,308.85	\$ -	\$ 6,305.85	(3.00)	\$ 12,617.70
Utilities for Sirens	\$ 5,000.00	\$ 450.41	\$ 2,666.90	(2,333.10)	\$ 5,000.00	\$ 450.43	\$ 2,667.07	(2,332.93)	\$ 10,000.00
Siren Maintenance	\$ 21,504.00	\$ 1,792.00	\$ 14,125.00	(7,379.00)	\$ 21,504.00	\$ 1,792.00	\$ 14,125.00	(7,379.00)	\$ 43,008.00
Other Misc Expenses (EOC Supplies & Other Misc Expenses)	\$ -	\$ -	\$ -	0.00	\$ 7,500.00	\$ 2,474.50	\$ 4,800.24	(2,699.76)	\$ 7,500.00
Clothing	\$ -	\$ -	\$ -	0.00	\$ 1,000.00	\$ -	\$ -	(1,000.00)	\$ 1,000.00
Marketing, printing & publications	\$ -	\$ -	\$ -	0.00	\$ 500.00	\$ -	\$ -	(500.00)	\$ 500.00
Mitigation (Siren upgrade)	\$ -	\$ -	\$ -	0.00	\$ 100,000.00	\$ -	\$ 2,990.00	(97,010.00)	\$ 100,000.00
<b>TOTAL OPERATIONS</b>	<b>\$ 35,699.29</b>	<b>\$ 2,513.90</b>	<b>\$ 24,769.31</b>	<b>(10,929.98)</b>	<b>\$ 170,686.00</b>	<b>\$ 5,057.43</b>	<b>\$ 46,107.35</b>	<b>(124,578.65)</b>	<b>\$ 206,385.29</b>
<b>TRAVEL</b>									
Per Diem	\$ 175.00	\$ -	\$ -	(175.00)					
Lodging	\$ 572.50	\$ -	\$ -	(572.50)					
Airfare	\$ 252.50	\$ -	\$ 157.35	(95.15)	\$ 2,000.00	\$ -	\$ 157.35	(1,842.65)	\$ 2,252.50
Non-EMPG Travel	\$ -	\$ -	\$ -	0.00	\$ 1,000.00	\$ 22.33	\$ 22.33	(977.67)	\$ 1,000.00
<b>TOTAL TRAVEL</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>\$ 157.35</b>	<b>(842.65)</b>	<b>\$ 3,000.00</b>	<b>\$ 22.33</b>	<b>\$ 179.68</b>	<b>(2,820.32)</b>	<b>\$ 3,252.50</b>
<b>TOTAL</b>	<b>\$ 111,949.82</b>	<b>\$ 7,860.03</b>	<b>\$ 69,343.93</b>	<b>(\$42,605.89)</b>	<b>\$ 318,686.00</b>	<b>\$ 14,800.29</b>	<b>\$ 124,097.41</b>	<b>(\$194,588.59)</b>	<b>\$ 429,888.32</b>

Type	Date	Num	Name	Memo	Debit	Credit
<b>1100-70 · CASH - OEM</b>						
General Journal	08/05/2015	04042764	VBlue Cross	August		622.53
Bill Pmt -Check	08/06/2015	90222	VBlue Valley Public Safety, Inc.	Inv #10737		3,584.00
Bill Pmt -Check	08/11/2015	auto	VBoone Electric	Siren electric		267.28
General Journal	08/12/2015	04042990		Payroll 8-14-15		5,585.28
Bill Pmt -Check	08/14/2015	auto	VVisa Josh Creamer	Basecamp, DashStack		69.00
Bill Pmt -Check	08/14/2015	auto	VVisa BCFD3	Office Supplies		338.32
Bill Pmt -Check	08/17/2015	auto	VBoone Electric	siren electric		66.68
Bill Pmt -Check	08/18/2015	auto	VAT&T Mobility	06/25-07/24 Billing		77.50
Payment	08/20/2015		CBoone County Commission		22,562.05	
Bill Pmt -Check	08/24/2015	auto	VBoone Electric	Siren electric		104.29
General Journal	08/26/2015	04042984		Payroll 8-26-2015		5,585.28
Bill Pmt -Check	08/27/2015	90347	VAssurant	Sept billing		171.10
Bill Pmt -Check	08/27/2015	90348	VESRI	Inv #25687025		2,474.50
Bill Pmt -Check	08/27/2015	90349	VStaples Business	Inv #8035489930		149.50
Bill Pmt -Check	08/27/2015	90351	VAmerenUE	Acct#1795082014		38.51
General Journal	08/28/2015	04042771	VLAGERS	July		3,102.47
Bill Pmt -Check	08/31/2015	auto	VBoone Electric	Siren electric		424.08
<b>Total 1100-70 · CASH - OEM</b>					<b>22,562.05</b>	<b>22,660.32</b>

# August Expenses for OEM

<u>Company</u>	<u>Category</u>	<u>Expense Notes</u>	<u>County</u>	<u>EMPG</u>	<u>Total Billed</u>
Anthem	Benefits	August billing	525.74	96.79	622.53
Blue Valley	Siren Maintenance	August billing	1792	1792	3584
Boone Electric	Utilities	Siren electric for 2296 & 1892001	133.64	133.64	267.28
Commerce Bank	Regristation Fees	Basecamp & DashStack	69	0	69
Commerce Bank	Office Supplies	Paper, File Boxes, File folders	158	157.99	315.99
Commerce Bank	Non-EMPG Travel	Gas - EMPG Compliance workshop	22.33	0	22.33
AT&T	Phones	06/25-07/24 billing	38.75	38.75	77.5
Boone Electric	Utilities	Siren electric for 2298	33.34	33.34	66.68
BCFPD	Salaries	8/13 payroll	3297.27	2288.01	5585.28
Lagers	Benefits	July billing	2469.72	632.75	3102.47
Boone Electric	Utilities	Siren electric for 314925001, 46111001, 2297	212.04	212.04	424.08
BCFPD	Salaries	8/27 Payroll	3297.27	2288.01	5585.28
Assurant	Benefits	September billing	130.53	40.57	171.1
Staples	Office Supplies	office supplies	74.75	74.75	149.5
ESRI	Misc Expenses	ESRI license for Scott & Josh	2474.5	0	2474.5
Ameren	Utilities	Siren electric for 1795082014	19.26	19.25	38.51
Boone Electric	Utilities	Siren electric for 2299	52.15	52.14	104.29
			14800.29	7860.03	22660.32