## COURT ORDER 2013-1859



#### Federal Equitable Sharing Audit

On a motion made by Dr. Theresa M. Daniel, District 1, and seconded by John Wiley Price, District 3, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: 11/5/2013

FUNDING SOURCE: N/A

Be it resolved and ordered that the Dallas County Commissioners Court does hereby certify federal forfeiture documents as audit of the Sheriff, Constables Precinct 3, and District Attorney, and authorize the County Judge to sign for the governing body.

Done in open court November 12, 2013, by the following vote:

IN FAVOR: Clay Lewis Jenkins, County Judge

Dr. Theresa M. Daniel, District 1

Mike Cantrell, District 2

John Wiley Price, District 3

Dr. Elba Garcia, District 4

OPPOSED: None
ABSTAINED: None
ABSENT: None

Recommended by: Virginia Porter Originating Department: Auditor



# Equitable Sharing Agreement and Certification



OMB Number 1123-0011 Expires 9-30-2014

O Police Dep	artment 🌘 She	riff's Office Task Force (Com	plete Table A)	
Prosecutor	's Office O Nat	ional Guard Counterdrug Unit	<b>○</b> Other	
*	Please fill each required field.	Hover mouse over any fillable field for pop-up instruct	tions. *	
Agency Name: Dallas	County Sheriff's O	ffice		
NCIC/ORI/Tracking N	umber: T X 0	5 7 0 0 0 0		
Mailing Address: 133	N. Riverfront Blvd		25-15-15-15-15-15-15-15-15-15-15-15-15-15	
City: Dallas		State: TX	<b>Zip:</b> 75207	
Finance Contact: Fin	st: Darryl	Last: Thomas		
Phor	ne: 214-653-2765	E-mail: darryl.thomas@dallascou	nty.org	
Preparer: Fir	st: Asnakech	Last: Tessema	The state of the s	
Same as Phor	ne: 214-653-7929	E-mail: asnakech.tessema@dallascounty.org		
Independent Public A	Accountant:	E-mail: thunterjr@kpmg.com		
Last FY End Date: 09/	/30/2013	Agency Current FY Budget:	\$142,818,539.00	
New Participant:	Read the Equitable S	haring Agreement and sign the Affidavit.		
Existing Participant:	Complete the Annua the Affidavit.	l Certification Report, read the Equitable S	haring Agreement, and sign	
Amended Form:	Revise the Annual Ce the Affidavit.	rtification Report, read the Equitable Shar	ing Agreement, and sign	
		e		

## **Annual Certification Report**

	<b>Summary of Equitable Sharing Activity</b>	Justice Funds	Treasury Funds <sup>2</sup>
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	\$409,044.02	\$330,999.08
2	Federal Sharing Funds Received	\$107,954.34	\$107,369.94
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)	\$47,209.77	
4	Other Income	\$2,856.00	
5	Interest Income Accrued  Non-Interest Bearing  Interest Bearing		
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$567,064.13	\$438,369.02
7	Federal Sharing Funds Spent (total of lines a - m below)	\$0.00	\$418,725.52
8	Ending Balance (difference between line 7 and line 6)	\$567,064.13	\$19,643.50

<sup>&</sup>lt;sup>1</sup> Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

<sup>&</sup>lt;sup>2</sup> Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

	Summary of Shared Funds Spent	Justice Fund	s	Treas	ıry Fur	nds
а	Total spent on salaries under permitted salary exceptions					
b	Total spent on overtime					
С	Total spent on informants, "buy money", and rewards					
d	Total spent on travel and training				\$13,86	50.27
е	Total spent on communications and computers		ACCES AND ALL SECTION AND ADDRESS AND ADDR	\$	148,2	17.63
f	Total spent on weapons and protective gear				\$35,65	54.32
g	Total spent on electronic surveillance equipment				\$1,33	39.54
h	Total spent on buildings and improvements				\$19,54	10.86
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)					
j	Total spent on other law enforcement expenses (To populate, complete Table D)			\$	200,1	12.90
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)					
I	Total Windfall Transfers (To populate, complete Table F)			10 T T T T T T T T T T T T T T T T T T T		word A-MEDIA
m	Total spent on matching grants (To populate, complete Table G)	(7-5-1-1				
n	Total	\$(	0.00	\$	418,72	25 52
Ti.	A STATE OF THE CALL PROPERTY O	Ψ,	3.00	Ψ	110,72	
0	Did your agency receive non-cash assets? Yes No If yes			Ψ	110,72	
o e fill o	Did your agency receive non-cash assets? Yes No If yes out the following tables, if applicable.  embers of Task Force  ncy Name	s, complete Table	I- e H.	RI/Track		
o e fill o A: M Ager	out the following tables, if applicable.  embers of Task Force  ncy Name  quitable Sharing Funds Received from other Agencies	s, complete Table	NCIC/O	1, 3,50	ing Nu	mber
o e fill o A: M Ager B: Ec	out the following tables, if applicable.  embers of Task Force  ncy Name  quitable Sharing Funds Received from other Agencies  sferring Agency Name, City, and State	s, complete Table	NCIC/O	RI/Track	ing Nu	
o e fill o A: M Ager  B: Ec	out the following tables, if applicable.  embers of Task Force  ncy Name  quitable Sharing Funds Received from other Agencies	s, complete Table	H. NCIC/O	RI/Track	ing Nu	mber
B: Ec Trans	put the following tables, if applicable.  embers of Task Force  ncy Name  quitable Sharing Funds Received from other Agencies sferring Agency Name, City, and State  y Name: Dallas County District Attorney  DRI/Tracking Number: T X 0 5 7 0 1 5 A	s, complete Table	Justice	RI/Track	Trea	mber
B: Ec Trans Agency C: Ec Recei	put the following tables, if applicable.  embers of Task Force  ncy Name  quitable Sharing Funds Received from other Agencies  sferring Agency Name, City, and State  y Name: Dallas County District Attorney  DRI/Tracking Number: T X 0 5 7 0 1 5 A	s, complete Table	Justice	Funds	Trea	mber

**Table D: Other Law Enforcement Expenses** 

Description of Expense	Justice Funds	Treasury Funds
Cable Television		\$1,393.01
Copier Rental/Maintenance		\$45,144.72
Furniture		\$18,115.10
Furniture Relocation & Reassembly		\$1,528.00
Gun Range Equipment, Targets, and Maintenance		\$10,300.60
Gun Safe		\$1,519.00
K-9		\$1,593.41
K-9 General & Vehicle Insurance		\$8,510.00
K-9 Kennel		\$4,800.00
K-9 Standard License		\$150.00
Office Equipment & Maintenance		\$337.87
Sheriff - Livestock Storage		\$6,230.00
Shipping		\$213.00
Uniforms		\$1,387.00
Vehicle - Law Equipment & Accessories		\$10,291.19
Vehicle Command Center		\$88,500.00
Community Outreach Booth		\$100.00

#### Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds
ole F: Windfall Transfers	

Matching Gran	t Name		Justice Fund	ds Treasury Fur
	Cash Assets Received			
Source	Description of Asset			
Justice 🔾				
Treasury 🔾				
I: Civil Rights C	ases			
Name of Case		Тур	e of Discriminati	
		☐ Race	COLOR	lational Gend

## Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section, 1400 New York Avenue, N.W., Washington, DC 20005.

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

- 1. **Submission.** This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.
- 2. **Signatories.** This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.
- 3. **Uses.** Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide), and the Department of the Treasury's Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide).
- 4. **Transfers.** Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.
- 5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

Yes

No

If you answered yes to the above question, complete Table I

Signature:  Name: Honorable Lupe Valdez  Name: Honorable Clay Jenkins  Title: Dallas County Sheriff  Date: Date: November 12, 2013  E-mail: lupe.valdez@dallascounty.org  Prepared by Dallas County Audion Vorter 10. 19-13  Subscribe to Equitable Sharing Wire:	Agency	Head	Governi	ng Body Head
Title: Dallas County Sheriff  Date: Date: November 12, 2013  E-mail: lupe.valdez@dallascounty.org  Prepared by Dallas County Avaidan Parter 10. 29:13  Subscribe to Equitable Sharing Wire:	Signature		Signature:	Charles .
Date: Date: November 12, 2013  E-mail: lupe.valdez@dallascounty.org E-mail: clay.jenkins@dallascounty.org  Prepared by Dallas County Audidon Porter 10. 19:13  Subscribe to Equitable Sharing Wire:	Name:	Honorable Lupe Valdez	Name:	Honorable Clay Jenkins
E-mail: lupe.valdez@dallascounty.org  Prepared by Dollos County Audidon Porter 10. 29.13  Subscribe to Equitable Sharing Wire:	Title:	Dallas County Sheriff	Title:	County Judge
Prepared by Dollas County Audidon Porter 10.29.13  Subscribe to Equitable Sharing Wire:	Date:		Date:	November 12, 2013
	E-mail:	lupe.valdez@dallascounty.org	E-mail:	clay.jenkins@dallascounty.org
The Equitable Sharing Wire is an electronic newsletter that gives you important, substantive, information regarding Equitable Sharing policies, practices, and procedures.	The Equitable gives you impo	Sharing Wire is an electronic newsletter that ortant, substantive, information regarding	Porter 10.	29.13

#### **Final Instructions:**

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FOR AGENCY USE ONLY Entered by	
Entered on  O FY End: 09/30/2013 Date Printed: October 28, 2013 15:14	
<ul> <li>NCIC: TX0570000 Agency: Dallas County Sheriff's Office</li> </ul>	Phone: 214-653-2765
State: TX Finance Contact: Darryl Thomas	E-mail: darryl.thomas@dallascounty.org





# Equitable Sharing Agreement and Certification



OMB Number 1123-0011 Expires 9-30-2014

O Police Dep	artment ( ) She	riff's Office	Task Force (Co	mplete Table A)
Prosecuto	r's Office O Nat	tional Guard	Counterdrug Unit	○ Other
	Please fill each required field	l. Hover mouse over	any fillable field for pop-up inst	ructions. *
Agency Name: Dallas	County District At	ttorney		
NCIC/ORI/Tracking N	lumber: T X 0	5 7 0	1 5 A	
Mailing Address: 133	N Riverfront Blvd.	. L.B. 19		
City: Dallas			State: TX	<b>Zip:</b> 75207
Finance Contact: Fi	rst: Paul		Last: Ingram	
Pho	ne: 214-653-3785	E-mail: PN	/Ingram@dallascour	nty.org
Preparer: Fi	rst: Felicia		Last: Jones-Harr	ell
Same as Pho	ne: 214-653-7920	E-mail: Fel	icia.Jones@dallascou	inty.org
Independent Public	Accountant:	E-mail: th	unterjr@kpmg.com	
Last FY End Date: 09	/30/2013	Agency	Current FY Budget	\$38,924,041.00
New Participant:	Read the Equitable S	Sharing Agreem	ent and sign the Affidav	vit.
Existing Participant:	Complete the Annua the Affidavit.	al Certification F	Report, read the Equitab	le Sharing Agreement, and sign
Amended Form:	Revise the Annual Ce the Affidavit.	ertification Repo	ort, read the Equitable S	haring Agreement, and sign
	Λ	C - 4:5: -	Alan Danaut	

# Annual Certification Report

	Summary of Equitable Sharing Activity	Justice Funds	Treasury Funds <sup>*</sup>
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	\$631,638.00	\$25,219.00
2	Federal Sharing Funds Received	\$20,051.00	
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income	\$2,925.00	
5	Interest Income Accrued  Non-Interest Bearing  Interest Bearing   Inte	\$610.77	
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$655,224.77	\$25,219.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$221,796.98	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$433,427.79	\$25,219.00

Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

<sup>&</sup>lt;sup>2</sup> Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

	Summary of Shared Funds Spent	Justice Funds	Treasury Funds
а	Total spent on salaries under permitted salary exceptions		
b	Total spent on overtime		
c	Total spent on informants, "buy money", and rewards	\$6,500.00	
d	Total spent on travel and training	\$2,768.97	
е	Total spent on communications and computers	\$144.25	
f	Total spent on weapons and protective gear	\$2,037.15	
g	Total spent on electronic surveillance equipment		
h	Total spent on buildings and improvements		
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)	\$47,209.77	
j	Total spent on other law enforcement expenses (To populate, complete Table D)	\$163,136.84	
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		
Ĺ	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		W - 200
n	Total	\$221,796.98	\$0.00
0	Did your agency receive non-cash assets?   Yes   No If yes	s, complete Table H.	

Please fill out the following tables, if applicable.

Table	Δ.	Mam	hore	of Tar	-L	Force

Agency Name	NCIC/ORI/Tracking Number					

#### Table B: Equitable Sharing Funds Received from other Agencies

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name:		
NCIC/ORI/Tracking Number:		

#### Table C: Equitable Sharing Funds Transferred to Other Agencies

Receiving Agency Name, City, and State								Justice Funds	Treasury Funds		
Agency Name: Dallas County Sheriff							0.47.200.77				
NCIC/ORI/Tracking Number:	Т	X	0	5	7	0	0	0	0	\$47,209.77	

**Table D: Other Law Enforcement Expenses** 

Description of Expense	Justice Funds	Treasury Funds
Finger Print Machine	\$322.00	
Membership/License Renewals Dues/Fees	\$51,993.00	
Vehicle - Law Eqpt, Accessories, & Maint	\$8,363.79	
Vehicle Lease	\$3,171.62	
Vehicle Purchase	\$94,745.00	
Toll Fees	\$56.78	
Sharing Cost for Non Cash Assest	\$4,478.05	
Postage	\$6.60	

#### Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds				

#### Table F: Windfall Transfers

Recipient	Justice Funds	Treasury Funds

#### **Table G: Matching Grants**

Matching Grant Name	Justice Funds Treasury I		

#### Table H: Other Non-Cash Assets Received

Source	Description of Asset
Justice	2005 CHEVDOLET CCD DICVID
Treasury 🔘	2005 CHEVROLET SSR PICKUP

Table I: Civil Rights Cases

Name of Case

Type of Discrimination Alleged

Name of Case	Type of Discrimination Alleged				
	☐ Race ☐ Color ☐ National ☐ Gender				
	☐ Disability ☐ Age ☐ Other				

## Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section, 1400 New York Avenue, N.W., Washington, DC 20005.

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

- 1. **Submission.** This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.
- 2. **Signatories.** This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.
- 3. **Uses.** Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide), and the Department of the Treasury's Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide).
- 4. **Transfers.** Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.
- 5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

If you answered yes to the above question, complete Table I

Agency	Head	Governing Body Head	
Signature:		Signature:	
Name:	Honorable Craig Watkins	Name: Honorable Clay Jenkins	
Title:	District Attorney	Title: County Judge	
Date:	10.30.2013	Date: November 12, 2013	_
E-mail:	Craig.Watkins@dallascounty.org	E-mail: Clay.Jenkins@dallascounty.org	
Prepare	by: Dallos County Auditor	, Pronter 10.29.13	
Subscribe	to Equitable Sharing Wire:		
	naring Wire is an electronic newsletter that tant, substantive, information regarding		
	g policies, practices, and procedures.		

#### **Final Instructions:**

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Step 2: Click to save in XML format

Step 3: E-mail the XML file to aca.submit@usdoj.gov Step 4: Fax THIS SIGNED PAGE ONLY to (202) 616-1344

	OR AGENCY USE ONLY ntered by		
	ntered on FY End: 09/30/2013	Date Printed: October 28, 2013 15:40	
•	NCIC: TX057015A	Agency: Dallas County District Attorney	Phone: 214-653-3785
0	State: TX Finance	Contact: Paul Ingram	E-mail: PMIngram@dallascounty.org



# Equitable Sharing Agreement and Certification



OMB Number 1123-0011 Expires 9-30-2014

O Police	Department	eriff's Office 🔵 Task Force (Comp	lete Table A)
○ Prosec	utor's Office 🔘 Na	tional Guard Counterdrug Unit	<ul><li>Other</li></ul>
	* Please fill each required field	d. Hover mouse over any fillable field for pop-up instructio	ns. *
Agency Name: $\underline{\mathbf{D}}$	allas County Constable	e Precinct 1	
NCIC/ORI/Trackii	ng Number: T X	0 5 7 4 2 0 0	
Mailing Address:	7201 S. Polk		
City: Dallas		State: TX	<b>Zip:</b> 75232
Finance Contact:	First: Frank	Last: Bromley	
	Phone: 972-228-0006	E-mail: fbromley@dallascounty.org	7
Preparer:	First: Asnakech	Last: Tessema	
Same as Finance Contact	Phone: 214-653-7929	E-mail: asnakech.tessema@dallasco	ounty.org
Independent Pub	olic Accountant:	E-mail: thunterjr@kpmg.com	
Last FY End Date	: 09/30/2013	Agency Current FY Budget:	\$1,872,265.00
New Participant:	Read the Equitable S	Sharing Agreement and sign the Affidavit.	8 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9
<ul><li>Existing Participa</li></ul>	Complete the Annuate the Affidavit.	al Certification Report, read the Equitable Sh	aring Agreement, and sign
Amended Form:	Revise the Annual C the Affidavit.	ertification Report, read the Equitable Sharin	ng Agreement, and sign
	Annual	Certification Report	

	<b>Summary of Equitable Sharing Activity</b>	Justice Funds <sup>1</sup>	Treasury Funds <sup>2</sup>
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	\$7,717.00	
2	Federal Sharing Funds Received		
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued  Non-Interest Bearing  Interest Bearing		
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$7,717.00	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$1,869.00	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$5,848.00	\$0.00

Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

<sup>&</sup>lt;sup>2</sup> Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

	Summary of Shared Funds Spent	Justice Funds	Treas	ury Funds
a	Total spent on salaries under permitted salary exceptions			
b	Total spent on overtime			
С	Total spent on informants, "buy money", and rewards			
d	Total spent on travel and training			
е	Total spent on communications and computers			
f	Total spent on weapons and protective gear	\$956	.00	
g	Total spent on electronic surveillance equipment		1	
h	Total spent on buildings and improvements			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)			
j	Total spent on other law enforcement expenses (To populate, complete Table D)	\$913.	.00	
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)			
1	Total Windfall Transfers (To populate, complete Table F)			
m	Total spent on matching grants (To populate, complete Table G)			
n	Total	\$1,869.	00	\$0.00
О	Did your agency receive non-cash assets? Yes No If yes			\$0.00
o fill o A: Me		s, complete Table		
o fill o A: Me	Did your agency receive non-cash assets? Yes No If yes out the following tables, if applicable.	s, complete Table	н.	
o A: Me Agen B: Eq	Did your agency receive non-cash assets? Yes No If yes out the following tables, if applicable.	s, complete Table	н.	
o A: Me Agen B: Eq Trans gency	Did your agency receive non-cash assets? Yes No If yes out the following tables, if applicable.  embers of Task Force  ncy Name  quitable Sharing Funds Received from other Agencies sferring Agency Name, City, and State	s, complete Table	CIC/ORI/Track	ing Number
o A: Me Agen B: Eq Trans gency CIC/O	Did your agency receive non-cash assets? Yes No If yes out the following tables, if applicable.  embers of Task Force  acy Name  puitable Sharing Funds Received from other Agencies sferring Agency Name, City, and State  y Name:  DRI/Tracking Number:	N.	CIC/ORI/Track	Treasury F
o  fill o  A: Me  Agen  B: Eq  Trans  gency  CIC/O  C: Eq	Did your agency receive non-cash assets? Yes No If yes out the following tables, if applicable.  embers of Task Force  ncy Name  guitable Sharing Funds Received from other Agencies sferring Agency Name, City, and State  y Name:  DRI/Tracking Number:	N.	CIC/ORI/Track	ing Number

Description of Expense		Justice Funds	Treasury Fund
Subscriptions, ID Cards, Badges		\$913.00	
able E: Expenditures in Support of Community-Based	Programs		
Recipient	<b></b>	Justice Funds	
ble F: Windfall Transfers		<b>.</b>	
Recipient		Justice Funds	Treasury Fund
-			
	10 C		
ble G: Matching Grants			
Matching Grant Name		Justice Funds	Treasury Fund
	7. ************************************		
ble H: Other Non-Cash Assets Received			
Source Description of Asset			
Justice (			
Treasury (			
ble I: Civil Rights Cases			
Name of Case	Type	of Discrimination A	
	☐ Race	Color Natio	II Gender
	Disability	Age Othe	r
Paperwork 1	Reduction Act Notice		
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Under the Paperwork Reduction Act, a person unless it displays a valid OMB control number.			Particle of the Control of the Contr
that impose the least possible burden on you to	The state of the s	2.50	100
form is 30 minutes. If you have comments rega	arding the accuracy of this	estimate, or sugg	estions for
making this form simpler, please write to the A	Locat Forfaiture and Manay	Laundaring Sacti	on

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

- 1. **Submission.** This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.
- 2. **Signatories.** This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.
- 3. **Uses.** Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide), and the Department of the Treasury's Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide).
- 4. **Transfers.** Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.
- 5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

Yes 
No

If you answered yes to the above question, complete Table I

Agency Head	Governing Body Head
Signature:	Signature
Name: Honorable Cleophas Steele	Name: Honorable Clay Jenkins
Title: Dallas County Constable	Title: County/Judge
Date:	Date: November 12, 2013
E-mail: cleophas.steele@dallascounty.org	E-mail: clay.jenkins@dallascounty.org
Trepared by: Dallas Coundy Aud. de Subscribe to Equitable Sharing Wire:  The Equitable Sharing Wire is an electronic newsletter that gives you important, substantive, information regarding Equitable Sharing policies, practices, and procedures.	Dr. Viatu 10·29·13
nstructions:	

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FOR AGI Entered	NCY USE ONLY by		
Entered	on	-	
O FY Er	d: 09/30/2013	Date Printed: October 28, 2013 15:13	
2007/25/2012/2012	TX0574200	Agency: Dallas County Constable Precinct 1	Phone: 972-228-0006
State	: TX Finance	Contact: Frank Bromley	E-mail: fbromley@dallascounty.org



# **Equitable Sharing** Agreement and Certification

O Police Department O Sheriff's Office Task Force (Complete Table A)



OMB Number 1123-0011 Expires 9-30-2014

	Prose	cuto	r's Office 🔵 Nati	onal Guard Co	unterdrug Unit 🤇	Other
		*	Please fill each required field.	Hover mouse over any fi	llable field for pop-up instruction	5, *
Age	ency Name: I	Dallas	County Constable 1	Precinct 2		
NC	IC/ORI/Track	ing N	lumber: T X 0	5 7 3 9	0 0	
Mai	iling Address	<b>5:</b> <u>140</u>	N. Garland Ave			
City	: Garland				State: TX	<b>Zip:</b> 75040
Fin	ance Contact	t: Fi	rst: Don		Last: Kuhn	
		Pho	ne: 972-643-4766	E-mail: don.kı	ıhn@dallascounty.org	
Pre	parer:	Fi	rst: Asnakech	:	Last: Tessema	
	Same as Finance Contact	Pho	ne: 214-653-7929	E-mail: asnake	ech.tessema@dallasco	unty.org
Ind	ependent Pu	blic /	Accountant:	E-mail: thunte	rjr@kpmg.com	
	t FY End Date				rent FY Budget:	\$2,214,210.00
<b>●</b> E	New Participan Existing Particip Amended Form	oant:	the Affidavit.	Certification Repo	575-2	ring Agreement, and sign
			Annual	Certificati	on Report	
	Sum	mary	of Equitable Sharing I	Activity	Justice Funds <sup>1</sup>	Treasury Funds <sup>2</sup>
1			Sharing Fund Balance ( aring Fund Balance fron		\$76,332.00	
2	Federal Sharing	g Fund	ds Received			
3			ds Received from Other orces (To populate, com			
4	Other Income					
5	Interest Incom	e Accr		terest Bearing  terest Bearing		
6	Total Equitable	Shari	ng Funds (total of lines	1 - 5)	\$76 332 00	\$0.00

Federal Sharing Funds Spent (total of lines a - m below)

Ending Balance (difference between line 7 and line 6)

\$76,332.00

\$4,442.00

\$71,890.00

\$0.00

\$0.00

\$0.00

<sup>&</sup>lt;sup>1</sup> Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

<sup>&</sup>lt;sup>2</sup> Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

a Total spent on salaries under permitted salary exceptions	Justice Funds	Treasury Funds
- 10 W		
b Total spent on overtime		15 17 17 17 17 17 17 17 17 17 17 17 17 17
c Total spent on informants, "buy money", and rewards		
d Total spent on travel and training		
e Total spent on communications and computers		7.00 mile (100 mile)
f Total spent on weapons and protective gear	\$4,424.00	
g Total spent on electronic surveillance equipment		1
h Total spent on buildings and improvements		Market
Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)		CONTROL OF THE STANDARD SAME SAME S
j Total spent on other law enforcement expenses (To populate, complete Table D)	\$18.00	
k Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		
Total Windfall Transfers (To populate, complete Table F)		
m Total spent on matching grants (To populate, complete Table G)		
n Total	\$4,442.00	\$0.00
	13.4.1.2.4.1.2.1.2.1.1.1.1.1.1.1.1.1.1.1.1	φ0.00
o Did your agency receive non-cash assets? Yes No If yes, co		φ0.00
	omplete Table H.	PRI/Tracking Number
o Did your agency receive non-cash assets? Yes No If yes, confill out the following tables, if applicable.  A: Members of Task Force	omplete Table H.	
o Did your agency receive non-cash assets? Yes No If yes, confill out the following tables, if applicable.  A: Members of Task Force  Agency Name  B: Equitable Sharing Funds Received from other Agencies	omplete Table H.	PRI/Tracking Number
Did your agency receive non-cash assets? Yes No If yes, confill out the following tables, if applicable.  A: Members of Task Force  Agency Name  B: Equitable Sharing Funds Received from other Agencies  Transferring Agency Name, City, and State	NCIC/O	
o Did your agency receive non-cash assets? Yes No If yes, confill out the following tables, if applicable.  A: Members of Task Force  Agency Name  B: Equitable Sharing Funds Received from other Agencies  Fransferring Agency Name, City, and State  gency Name:	NCIC/O	PRI/Tracking Number
Did your agency receive non-cash assets? Yes No If yes, confill out the following tables, if applicable.  A: Members of Task Force  Agency Name  B: Equitable Sharing Funds Received from other Agencies  Transferring Agency Name, City, and State	NCIC/O	PRI/Tracking Number
o Did your agency receive non-cash assets? Yes No If yes, confill out the following tables, if applicable.  A: Members of Task Force  Agency Name  B: Equitable Sharing Funds Received from other Agencies  Fransferring Agency Name, City, and State  gency Name:	NCIC/O	PRI/Tracking Number
Did your agency receive non-cash assets? Yes No If yes, confill out the following tables, if applicable.  A: Members of Task Force  Agency Name  B: Equitable Sharing Funds Received from other Agencies  Transferring Agency Name, City, and State  Gency Name:  CIC/ORI/Tracking Number:	NCIC/O  Justice	PRI/Tracking Number
o Did your agency receive non-cash assets? Yes No If yes, confill out the following tables, if applicable.  A: Members of Task Force  Agency Name  B: Equitable Sharing Funds Received from other Agencies  Transferring Agency Name, City, and State  Gency Name:  CIC/ORI/Tracking Number:  C: Equitable Sharing Funds Transferred to Other Agencies	NCIC/O  Justice	PRI/Tracking Number

Description of Expense	Justice Funds	Treasury Fun
Gold Star Buttons	\$18.00	
e E: Expenditures in Support of Community-B	sed Programs	
Recipient	Justice Funds	WAY T-7 (XX) O 1400 2100
e F: Windfall Transfers		
Recipient	Justice Funds	Treasury Fun
e G: Matching Grants		
Matching Grant Name	Justice Funds	Treasury Fun
	J	
e H: Other Non-Cash Assets Received		
Source Description of Asset		
Justice O		
Treasury (		
e I: Civil Rights Cases		
Name of Case	Type of Dissylmination	Allowed
Name of Case	Type of Discrimination  Race Color Nat Original	ional Cand
	Disability Age Oth	

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- 3. **Uses.** Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide), and the Department of the Treasury's Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide).
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The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

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Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

Yes No

If you answered yes to the above question, complete Table I

Agency	Head ///	Governi	ing Body Head
Signature	Minds Fath	Signature:	Mel
Name:	Honorable Michael Gothard	Name:	Honorable Clay Jenkins
Title:	Dallas County Constable	Title:	County Judge
Date:	11-4-2013	Date:	November 12, 2013
E-mail:	michael.gothard@dallascounty.org	E-mail:	clay.jenkins@dallascounty.org
Prepare	& by : Dollas County Audidor V	Porter 10.	19.13
Subscribe	b by : Dollas County Audidor, Ve to Equitable Sharing Wire:		
The Equitable	Sharing Wire is an electronic newsletter that		
	ortant, substantive, information regarding ing policies, practices, and procedures.		
nstructions			

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FOR AGENCY USE ONLY Entered by		
Entered on O FY End: 09/30/2013	Date Printed: October 28, 2013 15:20	
A TOTAL CONTRACT OF THE PARTY O	ency: Dallas County Constable Precinct 2	Phone: 972-643-4766
	tact: Don Kuhn E-mai	il: don.kuhn@dallascounty.org





# Equitable Sharing Agreement and Certification



OMB Number 1123-0011 Expires 9-30-2014

O Police Dep	artment () Sn	eritt's Office Task Force (Con	npiete rabie A)
○ Prosecutor	r's Office 🔘 Na	tional Guard Counterdrug Unit	Other
*	Please fill each required fie	ld. Hover mouse over any fillable field for pop-up instruc	ctions. *
Agency Name: Dallas	County Constabl	e Precinct 3	
NCIC/ORI/Tracking N	umber: T X	0 5 7 3 8 0 0	
Mailing Address: 100	56 Marsh Lane Su	ite 230	
City: Dallas		State: TX	<b>Zip:</b> 75229
Finance Contact: Fin	rst: Craig	Last: McKnight	
Pho	ne: 214-904-3160	E-mail: craig.mcknight@dallasco	ounty.org
Preparer: Fin	rst: Asnakech	Last: Tessema	
Same as Phor	ne: 214-653-7929	E-mail: asnakech.tessema@dallas	scounty.org
Independent Public A	Accountant:	E-mail: thunterjr@kpmg.com	
Last FY End Date: 09/	/30/2013	Agency Current FY Budget:	\$1,831,342.00
New Participant:	Read the Equitable	Sharing Agreement and sign the Affidavit.	
Existing Participant:	Complete the Annuthe Affidavit.	ual Certification Report, read the Equitable	Sharing Agreement, and sign
Amended Form:	Revise the Annual ( the Affidavit.	Certification Report, read the Equitable Sha	aring Agreement, and sign

## **Annual Certification Report**

	<b>Summary of Equitable Sharing Activity</b>	Justice Funds	Treasury Funds <sup>2</sup>	
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	\$194,881.00	\$98,980.00	
2	Federal Sharing Funds Received		\$21,926.00	
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)			
4	Other Income	\$3,050.00		
5	Interest Income Accrued  Non-Interest Bearing  Interest Bearing		ą	
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$197,931.00	\$120,906.00	
7	Federal Sharing Funds Spent (total of lines a - m below)	\$24,248.00	\$0.00	
8	Ending Balance (difference between line 7 and line 6)	\$173,683.00	\$120,906.00	

Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

<sup>&</sup>lt;sup>2</sup> Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

a	Summary of Shared Funds Spent	Justice Funds	Treasury Funds
	Total spent on salaries under permitted salary exceptions		
b	Total spent on overtime		В
С	Total spent on informants, "buy money", and rewards		
d	Total spent on travel and training		
е	Total spent on communications and computers	\$418.00	
f	Total spent on weapons and protective gear	\$6,953.00	
g	Total spent on electronic surveillance equipment		CHO MELE ENGLISHE SHALLESSEEDIN
h	Total spent on buildings and improvements		
į	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)		
j	Total spent on other law enforcement expenses (To populate, complete Table D)	\$16,877.00	
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		1 1 7 7 1 200
Ĕ	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		
n	Total	\$24,248.00	\$0.00
	The state of the s		
o fill c	Did your agency receive non-cash assets? Yes No If yes out the following tables, if applicable.	, complete Table H.	
fill c			PRI/Tracking Number
fill o A: M Ager B: Ec	out the following tables, if applicable.	NCIC/C	PRI/Tracking Number
fill o	out the following tables, if applicable. embers of Task Force acy Name guitable Sharing Funds Received from other Agencies	NCIC/C	
fill o	out the following tables, if applicable.  embers of Task Force  ncy Name  quitable Sharing Funds Received from other Agencies  sferring Agency Name, City, and State	NCIC/C	
fill of A: M Ager  Gran: GIC/C	put the following tables, if applicable.  embers of Task Force  ncy Name  guitable Sharing Funds Received from other Agencies sferring Agency Name, City, and State  y Name:  ORI/Tracking Number:	Justice	e Funds Treasury
fill control of the fill of th	embers of Task Force  ncy Name  quitable Sharing Funds Received from other Agencies sferring Agency Name, City, and State y Name:  ORI/Tracking Number:	Justice	e Funds Treasury

Table D:	Other	Law Er	forcement	Expenses
----------	-------	--------	-----------	----------

Justice Funds	Treasury Funds
\$1,033.00	
\$10,409.00	
\$5,435.00	
1000	
Justice Funds	
	100 100
Justice Funds	Treasury Funds
Justice Funds	Treasury Funds
of Discrimination A	
of <b>Discrimination</b> <i>A</i> Color	onal Gondon
	\$1,033.00 \$10,409.00 \$5,435.00 Justice Funds

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This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

- 1. **Submission.** This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.
- 2. **Signatories.** This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.
- 3. **Uses.** Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide), and the Department of the Treasury's Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide).
- 4. **Transfers.** Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.
- 5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

Yes No

If you answered yes to the above question, complete Table I

Agency Head	Governing Body Head
Signature: Boyan Odmaik	Signature:
Name: Honorable Benjamin Adamcik	Name: Honorable Clay Jenkins
Title: Dallas County Constable	Title: County Judge
Date: 10-31-2013	Date: November 12, 2013
E-mail: benjaminjoe.adamcik@dallascounty.org	E-mail: clay.jenkins@dallascounty.org
Prepared by : Dallos County Auditor, Vice Subscribe to Equitable Sharing Wire:	nter 10.29.13
Subscribe to Equitable Sharing Wire:	
The Equitable Sharing Wire is an electronic newsletter that	
gives you important, substantive, information regarding	
Equitable Sharing policies, practices, and procedures.	

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	OR AGENCY USE ONLY ntered by	
E	rtered on Date Printed: October 28, 2013 15:37	
•	NCIC: TX0573800 Agency: Dallas County Constable Precinct	3 Phone: 214-904-3160
0	State: TX Finance Contact: Craig McKnight	E-mail: craig.mcknight@dallascounty.org



# Equitable Sharing Agreement and Certification



OMB Number 1123-0011 Expires 9-30-2014

OPolice	Department () She	riff's Office (Com	iplete l'able A)
○ Prosec	cutor's Office O Nat	ional Guard Counterdrug Unit	<ul><li>Other</li></ul>
	* Please fill each required field.	. Hover mouse over any fillable field for pop-up instruc	tions, *
Agency Name: D	allas County Constable	Precinct 4	
NCIC/ORI/Tracki	ng Number: T X 0	5 7 4 1 0 0	
<b>Mailing Address</b>	: 106 West Church #110	)	
City: Grand Prairi	e	State: TX	<b>Zip:</b> 75050
Finance Contact	First: Martha	Last: Rand	
	Phone: 214-751-4065	E-mail: martha.rand@dallascoun	ty.org
Preparer:	First: Asnakech	Last: Tessema	
Same as Finance Contact	Phone: 214-653-7929	E-mail: asnakech.tessema@dallase	county.org
Independent Pul	olic Accountant:	E-mail: thunterjr@kpmg.com	
Last FY End Date	: 09/30/2013	Agency Current FY Budget:	\$1,689,633.00
New Participant	: Read the Equitable S	haring Agreement and sign the Affidavit.	
<ul><li>Existing Particip</li></ul>	ant: Complete the Annua the Affidavit.	l Certification Report, read the Equitable S	Sharing Agreement, and sign
Amended Form:	Revise the Annual Ce the Affidavit.	ertification Report, read the Equitable Sha	ring Agreement, and sign
	A 10 10 1 1 1	Cortification Donort	

## **Annual Certification Report**

	<b>Summary of Equitable Sharing Activity</b>	Justice Funds <sup>1</sup>	Treasury Funds <sup>2</sup>
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	\$75,994.00	
2	Federal Sharing Funds Received		
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued  Non-Interest Bearing  Interest Bearing		
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$75,994.00	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$5,315.00	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$70,679.00	\$0.00

<sup>&</sup>lt;sup>1</sup> Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

<sup>&</sup>lt;sup>2</sup> Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

	<b>Summary of Shared Funds Spent</b>	Justice Fur	nds		Treasu	ıry Fui	nds	
a	Total spent on salaries under permitted salary exceptions							
b	Total spent on overtime							
С	Total spent on informants, "buy money", and rewards	TANKS CO. III II ARREST CARTO TO CO.						
d	Total spent on travel and training							
e	Total spent on communications and computers							
f	Total spent on weapons and protective gear	- Messes - He	-1111					
g	Total spent on electronic surveillance equipment			-1		X75V83H34		
h	Total spent on buildings and improvements							
ì	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)							
j	Total spent on other law enforcement expenses (To populate, complete Table D)	\$5,3	15.0	0			11 - St # 61	
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)							
1	Total Windfall Transfers (To populate, complete Table F)			-				
m	Total spent on matching grants (To populate, complete Table G)							
n	Total	\$5,3	15.0	0			\$0.0	0
О	Did your agency receive non-cash assets? Yes No If ye	s, complete Tal	ole H.	<b>!</b>				
	embers of Task Force		NCI	C/ORI/	Tracki	ng Nu	mbe	r
Tran	quitable Sharing Funds Received from other Agencies sferring Agency Name, City, and State y Name:		Jus	stice F	unds	Trea	sury	r Fu
	DRI/Tracking Number:	**						
C. F.	guitable Sharing Funds Transferred to Other Agencies			in the state of th				31100-0
	Januarie Sharing Lands Hanstelled to Other Agencies							
Recei	ving Agency Name, City, and State		Jus	tice F	unds	Trea	surv	Fu
	ving Agency Name, City, and State y Name:		Jus	tice F	unds	Trea	sury	Fui

Description of Expense	Justice Funds	Treasury Fun
Televisions, Projector, Wallmounts	\$4,049.00	
Uniforms	\$1,266.00	
e E: Expenditures in Support of Community-Based Programs		
Recipient	Justice Funds	I.
e F: Windfall Transfers		
Recipient	Justice Funds	Treasury Fun
e G: Matching Grants		
e G: Matching Grants Matching Grant Name	Justice Funds	Treasury Fun

Talal	- 1.	Civil	Dimba	Cases
100	en	LIVII	RIGHTS	CASES

Source

Justice (

**Description of Asset** 

Name of Case	Type of Discrimination Alleged			
	☐ Race	Color	National Gender	
	☐ Disability	Age	Other	

## Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section, 1400 New York Avenue, N.W., Washington, DC 20005.

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Yes 
No

If you answered yes to the above question, complete Table I

Signature: Signature:
Signature.
Name: Honorable Roy Williams, Jr. Name: Honorable Clay Jenkins
Title: Dallas County Constable Title: County/Judge
Date: 31. 04. 13. Date: November 12, 2013
E-mail: roy.williams@dallascounty.org
Prepared by Dallas County Aud-for, Viorte 10-29-13  Subscribe to Equitable Sharing Wire:  The Equitable Sharing Wire is an electronic newsletter that gives you important, substantive, information regarding Equitable Sharing policies, practices, and procedures.

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FOR AGENCY USE ONLY Entered by		
Entered on		
O FY End: 09/30/2013	Date Printed: October 28, 2013 15:41	
-	Agency: Dallas County Constable Precinct 4	Phone: 214-751-4065
State: TX Finance C	ontact: Martha Rand	E-mail: martha.rand@dallascounty.org



## **COMMISSIONERS COURT BRIEFING**

**DATE:** 11/5/2013

**SUBMITTING DEPARTMENT:** Auditor

THROUGH:

**SUBJECT:** Federal Equitable Sharing Agreement Filings



#### **BACKGROUND:**

FY2013 District Attorney, Sheriff, and Constables audits were performed according to requirements contained in the Department of Justice's Addendum to A Guide to Equitable Sharing. The certified reports are to be delivered to the U.S. Department of Justice and the U.S. Department of Treasury no later than 60 days after the fiscal year end. According to the Federal Equitable Sharing Agreement, the head of the law enforcement agency and a designated official of the governing body are required to sign the Annual Certification Report certifying that the accounting of funds received and spent by the law enforcement agency is accurate and in compliance with the guidelines and statutes that govern the equitable sharing program. The federal equitable sharing audit includes a review of the proceeds and property from criminal seizures or forfeitures by Dallas County's law enforcement agencies.

#### **OPERATIONAL IMPACT:**

This briefing is consistent with Dallas County's Strategic Plan Vision 3. Local and state law enforcement officials coordinated to reduce crime resulting in a share of forfeited assets to be used for future law enforcement purposes.

#### FINANCIAL IMPACT:

N/A

#### **LEGAL IMPACT:**

N/A

#### **PROJECT SCHEDULE:**

N/A

#### M/WBE PARTICIPATION:

N/A

#### STRATEGIC PLAN COMPLIANCE:

Forfeiture and seizure records included in the audit were for:

535 & 540 - District Attorney Forfeiture

91002 - Sheriff - Federal Asset Sharing

91001 - Constable Precinct No. 4 Forfeiture

91004 - Constable Precinct No. 2 Forfeiture

RECOMMENDED BY:	Auditor	PREPARED BY:	Kathy Tucker
		APPROVED BY	Virginia Porter
		DEPT HEAD:	

91005 - Constable Precinct No. 1 Forfeiture 91006 - Constable Precinct No. 3 Forfeiture

#### **RECOMMENDATION:**

Certify the federal forfeiture documents, which will be forwarded to the appropriate law enforcement agency for the additional required certification for audits of District Attorney Forfeiture; Sheriff - Federal Asset Sharing; Constable Precinct No. 4 Forfeiture; Constable Precinct No. 2 Forfeiture; Constable Precinct No. 1 Forfeiture; and Constable Precinct No. 3 Forfeiture.