

# VICTIM ASSISTANCE AND LAW ENFORCEMENT GRANT AGREEMENT

<b>Grantor:</b> Victim Assistance and Law Enforcement Board of the Eleventh Judicial District	
<b>Grantee</b> Grantee Name: Fremont County Sheriff's Office Grantee Contact: Lisa Holgerson Grantee Address: 100 Justice Center Rd, Canon City, CO 81212 Grantee Email: lisa.holgerson@fremontso.com	<b>Grant Project Title:</b> Victim Assistance Unit  <b>EIN:</b> 84-600765
<b>Agreement Maximum Amount</b> Personnel: \$17,759.00 Supplies/Operating: \$340.00 Training: \$1,180.00 Memberships: \$150.00	<b>Grant Period:</b> January 1, 2022 – December 31, 2022
<b>Total Grant Funds Awarded</b> \$19,429.00	
<b>It is Hereby Agreed:</b>	
<ol style="list-style-type: none"> <li>1. All award disbursements are contingent upon the availability of VALE funds.</li> <li>2. The contents of the grant application will become the contractual obligations of the grant recipient and are incorporated into this contract as if fully set forth herein.</li> <li>3. The Board will pay the total award in four equal installments of <b>\$4,857.25</b> quarterly, pending VALE Board approval of the required quarterly report, verification of expenses. Quarter 1 payments will be made before the end of the first quarter, with the remainder of payments to be made by the 30<sup>th</sup> of the month following the end of the quarter.</li> <li>4. <b>The grant recipient is required to submit quarterly reports which are due April 10, 2022; July 10, 2022; October 10, 2022 and January 10, 2023. The final report should reflect the activities of the entire contract period.</b> The VALE Board has provided report forms with the attached Administrative Guide. Grant recipients are required to use these forms. Revised quarterly reports will not be accepted beyond the dates that the quarterly reports are due, unless requested by the Board.</li> <li>5. There are <b>NO Special Conditions</b> for the award which have been stipulated between the VALE Board and the grant recipient.</li> <li>6. Any equipment purchased with VALE funds must remain with the grant recipient. Equipment must be used for the purpose designated in the grant application</li> <li>7. The VALE Board must approve any budget amendments. The Budget Amendment request shall be submitted using an updated budget form from the application, in either July or December of the Grant Period. Approval is required prior to use of funds.</li> <li>8. The grant recipient agrees that all funds received under this contract shall be expended solely for the purposes stated in the grant application as approved by the Board. Any funds not so expended, including funds lost or diverted to other purposes, shall be returned to VALE.</li> <li>9. In the event all of the monies paid to the grant recipient are not expended within the contractual period, the Board, at its discretion, may extend the time period of the contract</li> </ol>	

or request that monies not used be repaid to the Fund. The grant recipient shall submit written notification to the VALE Board by **December 30, 2022** if the grant recipient will have any remaining funds at the end of the grant period. All unused funds shall be returned to the VALE Fund no later than **February 15, 2023**.

10. Requests for an extension to spend VALE funds shall include: The amount of remaining funds to be used, how the funds will be used, when the funds will be exhausted, and why the Grantee was unable to entirely use the funds within the Grant Period. The Board will decide regarding the extension by **December 15, 2022**.
11. The grant recipient agrees to comply with all applicable non-discriminatory legal mandates.
12. All grant recipients shall make available to the Board or its authorized designee, upon request, all current records and other information relative to the implementation of the grant.
13. Amendments of any terms of this contract shall have prior approval of the Board. Requests to amend this contract shall be in writing.
14. Non-compliance with any portion of this contract may result in termination of the grant, withholding of funds, returning money to the VALE fund, and/or other action as deemed necessary by the members of the VALE Board.

## SIGNATURES

### THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT

The grant recipient, through the following signatories, understands and agrees that any VALE monies received, as a result of the awarding of the grant, shall be subject to the terms of this contract.

  
Project Director

12-20-21  
Date

  
Financial Officer

12-22-21  
Date

  
Authorized Official

12-22-21  
Date

\_\_\_\_\_  
VALE Board Chairperson

\_\_\_\_\_  
Date

**Project Director:** The person who has direct responsibility for the implementation of the project. This person should combine knowledge and experience in the project area with ability to administer the project and supervise personnel. He/she shares responsibility with the Financial Officer for seeing that all expenditures are within the approved budget. This person will normally devote a major portion of his/her time to the project and is responsible for meeting all reporting requirements. The Project Director must be a person other than the Authorized Official or the Financial Officer.

**Financial Officer:** The person is responsible for all financial matters related to the program and has responsibility for the accounting, management of funds, and verification of expenditures, audit information and financial reports. The person who actually prepares the financial reports may be under the supervision of the Financial Officer. The Financial Officer must be a person other than the Authorized Official or the Project Director.

**Authorized Official:** The Authorized Official is the person who is, by virtue of such person's position, authorized to enter into contracts for the grant