



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Shannon Dion
Director

Megan Peterson
Chief Deputy Director

Washington Building
1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
www.dcjs.virginia.gov

September 8, 2020

Ms. Juanita Roudabush
Town Manager
Town of Shenandoah
426 First Street
Shenandoah, VA 22849

RE: CESF Law Enforcement Agencies

Dear Ms. Roudabush:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **20-A5111CE20** and was approved for a total award of **\$43,068**, funded through Federal Grant **2020-VD-BX-0141**. The project period is **01/20/2020** through **09/30/2021**.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Please note your General Special Conditions, Reporting Requirements and Projected Due Dates have been combined and are now referred to as **Conditions and Requirements**. All are posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements> for your review. In addition to the General Special Conditions, there may be Specific Special Conditions related to your Grant Award. You are required to view these conditions online via the Grants Management Information System (GMIS) at <https://grants.dcjs.virginia.gov/> under menu item View Status -> Special Conditions. You must obtain a user name and password set up by your Finance Officer in order to use this system.

To indicate your acceptance of this award and conditions, please sign the included SOGA and complete both the Sub-Grantee Questionnaire and the Certifications Regarding Lobbying forms posted at <https://dcjs.virginia.gov/grants/forms>. **Return all three documents within the next 60 days to grantsmgmt@dcjs.virginia.gov and reference your DCJS grant number in the subject line of your email.**

We will be happy to assist you in any way we can to assure your project's success. If you have questions, contact Lacey Payne at (804) 786-8003 or via email at CESF@dcjs.virginia.gov.

Sincerely,

A handwritten signature in blue ink that reads "Shannon Dion".

Shannon Dion

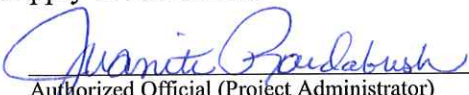
STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia

CESF Law Enforcement Agencies	
Subgrantee: Shenandoah DUNS Number: 026165527 Grant Start Date: 01/20/2020	DCJS Grant Number: 20-A5111CE20 Grant End Date: 09/30/2021
Federal Grant Number: Federal Awardee: Federal Catalog Number: Project Description: Federal Start Date:	2020-VD-BX-0141 OJP 16.034 To support a broad range of activities to prevent, prepare for, and respond to the coronavirus. 1/20/2020
Federal Funds: State General Funds: State Special Funds: Agency Match: Total Budget:	\$43,068 \$ \$ \$ \$43,068

Project Director	Project Administrator	Finance Officer
Chief Paul W. Davis Chief of Police Town of Shenandoah 426 First Street Shenandoah, VA 22849 (540) 652-8193 K9lt603@yahoo.com	Ms. Juanita Roudabush Town Manager Town of Shenandoah 426 First Street Shenandoah, VA 22849 (540) 652-3328 jroudabush@townofshenandoah.com	Ms. Cynthia M. Breeden Treasurer Town of Shenandoah 426 First Street Shenandoah, VA 22849 (540) 652-8164 treasurer@townofshenandoah.com

***Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: 
 Authorized Official (Project Administrator)

Title: Town Manager

Date: 9/8/2020



Virginia Department of Criminal Justice Services

Sub-Grantee Questionnaire

Locality Name: Town of Shenandoah

Grant Number: 20-A5111CE20

	Applicant's Response
1. Did your organization expend more than \$750,000 in Federal awards during your latest fiscal year?	NO
1b IF YES, did your organization have a Single Audit conducted in accordance with 2 CFR 200 Subpart F – Audit Requirements for that fiscal year?	
1c Date Single Audit was uploaded to Federal Clearing House	
2. If your organization did not meet the threshold for a Single Audit, was there an independent financial statement audit performed during the prior two years?	YES
2a Date of last audit	JUNE 30, 2019
3. Does your organization have an accounting/financial management system in place that meets the standard of accurately recording and tracking the receipt and expenditure of awarded funds (including any required match).	YES
4. Does your organization have previous Federal grant management experience in the past 5 years?	YES
4a IF YES, which federal grants did your organization receive?	USDA Rural Utilities Services, US DOJ Bulletproof Vest Grants, DCJS The Byrne Justice Assistance Grant Program, DHCD SERCAP Facility Development Program,
5. In the past 12 months, has there been any new turnover or vacancies of the three positions listed on the Face Sheet of the Grant (Project Administrator, Project Director, or Finance Officer)?	NO
5a IF YES, list positions and dates.	
6. Has your Agency/Locality registered in the Federal System for Award Management (SAM)?	YES

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER**

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restriction's on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grantor cooperative agreement over \$100,000 as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions:

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements and subcontracts) and that all subrecipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS
(DIRECT RECIPIENT)**

As required by Executive Order 12549, Debarment and Suspension, and Implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(C) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE
(GRANTEES OTHER THAN INDIVIDUALS)**

As required by the drug-Free Workplace Act of 1988, and implemented at 28 CFR Parts 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620---

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about---

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace:

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

411 Second Street, Shenandoah, VA 22849

Check if there are workplaces on file that are not identified here.

Section 67.630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620---

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Town of Shenandoah, 426 First Street, Shenandoah, VA 22849

1. Grantee Name and Address:

2020 Coronavirus Emergency Supplemental Funding Program (CESF)

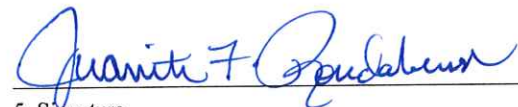
2. Application Number and/or Project Name

EIN # 54-6001601

3. Grantee IRS/Vendor number

Juanita F. Roudabush, Town Manager

4. Typed Name and Title of Authorized Representative



5. Signature

September 9, 2020

6. Date