

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 04

County of Boone

In the County Commission of said county, on the

2<sup>nd</sup>

day of September

20 04

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

Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the DOVE Grant application for the Boone County Prosecuting Attorney's Office.

Done this 2<sup>nd</sup> day of September, 2004.



Keith Schnarre  
Presiding Commissioner

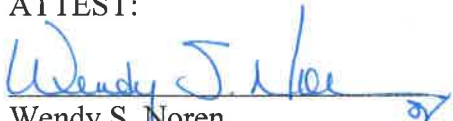


Karen M. Miller  
District I Commissioner



Skip Elkin  
District II Commissioner

ATTEST:



Wendy S. Noren  
Clerk of the County Commission



# Office of the Boone County Prosecuting Attorney

KEVIN M.J. CRANE, Prosecutor

705 E. Walnut - Courthouse  
Columbia, Missouri 65201-4485

573-886-4100  
FAX 886-4148

**DATE:** August 25, 2004

**TO:** Commissioner Schnarre  
Commissioner Miller  
Commissioner Elkin

**FROM:** Kevin M.J. Crane  
Boone County Prosecuting Attorney

**RE:** STOP Violence Against Women Grant Application

I respectfully request your approval to apply for continuing funds for our Domestic Violence Enforcement Unit (DOVE Unit) through the STOP Violence Against Women grant program and the Department of Public Safety. The DOVE Unit is a continuing collaboration of agencies in Boone County dedicated to combating Domestic Violence and serving women who are victims of domestic violence. We continue to serve over 1000 victims each year.

We have been receiving grant funds for the DOVE Unit since 1998. The Federal share I am requesting is \$67,725.00 (the same as 2004 grant request). The local match requested is \$22,575.00.

The grant funds will be used for the salary of the two assistant prosecuting attorneys in the DOVE Unit.

Thank you for your consideration of this request.



**SECTION 1 - INSTRUCTIONS**

This application must be typewritten. Please refer to the enclosed instructions to complete this form.

**SECTION 2 - GRANT PROGRAMS**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> VOCA - Victims of Crime Act                       | <input type="checkbox"/> SSVF - State Services to Victims Fund          | <input checked="" type="checkbox"/> STOP - Stop Violence Against Women Grant Program |
| <input type="checkbox"/> Byrne-Byrne Formula Grant (NCAP)                  | <input type="checkbox"/> MCLUP - Mo. Crime Lab Upgrade Program          | <input type="checkbox"/> RSAT - Residential Substance Abuse & Treatment Program      |
| <input type="checkbox"/> CLAP - Crime Lab Assistance Program               | <input type="checkbox"/> LLEBG - Local Law Enforcement Block Grant      | <input type="checkbox"/> LGSD - Local Government School District Program             |
| <input type="checkbox"/> Title V - Delinquency & Youth Violence Prevention | <input type="checkbox"/> Title II - Juvenile Justice Formula Grants     | <input type="checkbox"/> JAIBG - Juvenile Accountability Incentive Block Grant       |
| <input type="checkbox"/> Challenge - Statewide Policies and Programs       | <input type="checkbox"/> Paul Coverdell National Forensic Science Grant |  |

**SECTION 8 - PROJECT TITLE**

**Domestic Violence Enforcement Unit (DOVE Unit)**

**SECTION 9 - TYPE OF APPLICATION**

- New     Revised     Renewal     Continuation

**SECTION 10 - CURRENT CONTRACT NUMBER(S)**

**2002-VAWA-0061 & 2001-VOCA-0075**

**SECTION 11 - APPLICANT'S FEDERAL TAX I.D. #**

**43-6000349**

**SECTION 12 - PROGRAM CATEGORY**

**SECTION 13 - CONTRACT PERIOD**

BEGINNING DATE **1/1/05**    ENDING DATE **12/31/05**

**SECTION 14 - TYPE OF PROJECT**

- Statewide     Regional     Local

**SECTION 15 - PROGRAM INCOME**

Will Program Income be generated?     Yes     No

**SECTION 16 - BUDGET**

	Total Cost
<b>PERSONNEL</b>	<b>90,300.00</b>
<b>VOLUNTEER MATCH</b>	
<b>TRAVEL</b>	
<b>EQUIPMENT</b>	
<b>SUPPLIES/OPERATIONS</b>	
<b>CONTRACTUAL</b>	
<b>RENOVATION/CONSTRUCTION</b>	
<b>TOTAL PROJECT COSTS</b>	<b>90,300.00</b>
<b>FEDERAL/STATE SHARE</b>	<b>75 %</b>
<b>LOCAL MATCH SHARE</b>	<b>25 %</b>
	<b>67,725.00</b>
	<b>22,575.00</b>

**SECTION 17 - AUTHORIZED OFFICIAL'S SIGNATURE**

*Keith Schnarre*    9-2-04  
Signature    Date

**AGENCY**

**Boone County Prosecuting Attorney**

FAX **573-886-4148**  
PHONE **573-886-4100**

**ADDRESS**

**705 E. Walnut Street**

**CITY**

**Columbia**

**STATE**

**MO**

**ZIP**

**65201-4485**

**SECTION 4 - APPLICANT AUTHORIZED OFFICIAL**

**NAME**

**Keith Schnarre**

FAX **573-886-4311**  
PHONE **573-886-4305**

**TITLE**

**Presiding Commissioner**

**AGENCY**

**Boone County Commission**

**ADDRESS**

**801 E. Walnut Street Room 245**

**CITY**

**Columbia**

**STATE**

**MO**

**ZIP**

**65201**

**SECTION 5 - PROJECT DIRECTOR**

**NAME**

**Bonnie J. Adkins**

FAX **573-886-4148**  
PHONE **573-886-4112**

**TITLE**

**Office Administrator**

**E-Mail Address:**

**badkins@boonecountymo.o**

**AGENCY**

**Boone County Prosecuting Attorney**

**ADDRESS**

**705 E. Walnut Street**

**CITY**

**Columbia**

**STATE**

**MO**

**ZIP**

**65201-4485**

**SECTION 6 - APPLICANT FISCAL OFFICER**

**NAME**

**Kay Murray**

FAX **573-886-4369**  
PHONE **573-886-4365**

**TITLE**

**Boone County Treasurer**

**AGENCY**

**Boone County Treasurer's Office**

**ADDRESS**

**801 E. Walnut Street Room 112**

**CITY**

**Columbia**

**STATE**

**MO**

**ZIP**

**65201**

**SECTION 7 - NON-PROFIT BOARD CHAIRPERSON**

**NAME**

**n/a**

**FAX**

**TITLE**

**AGENCY**

**ADDRESS**

**CITY**

**STATE**

**ZIP**

# STOP Violence Against Women Certified Assurances

**Agency Name:** Boone County Prosecuting Attorney's Office

**Project Title:** Domestic Violence Enforcement Unit

**Contract No.:**

In addition to the general terms contained in the Application Packet, the applicant is also conditioned upon and subject to compliance with the following assurances:

1. The applicant assures that it will comply, and all its subcontractors will comply, with the applicable provisions of Sections 2001 through 2006 of the Omnibus Crime Control and Safe Streets Act of 1968, as amended by Title IV, Section 40121 of the Violent Crime Control and Law Enforcement Act of 1994, Public Law 103-322; The Reauthorized Violence Against Women Act of 2000; the Missouri Department of Public Safety Financial and Administrative Guidelines for Contracts; the provisions of the current Office of Justice Programs Financial and Administrative Guide for Grants; and all other applicable federal laws, orders, circulars or regulations.
2. The applicant agrees to maintain the records necessary to evaluate the effectiveness of the project.
3. The applicant agrees to submit, within 15 days of the project period ending date, a performance report which will include a summary description of the project; the data collected on the performance indicators included in the program description/annual report forms included in the application packet; the results of the evaluation process; and a brief assessment of impact.
4. **Travel:** Expenditures for travel must be supported and documented by signed travel vouchers. Hotel or motel receipts must be on file. Maximum amounts cannot exceed the amounts approved in the budget for mileage, meals and other expenses. Reimbursement of travel expenses will not occur until after the travel has taken place.
5. **Equipment:** Expenditures for equipment must be in accordance with the approved budget. All items of equipment must be assigned an inventory number and be readily identifiable as being purchased with Missouri Department of Public Safety funds.
6. **Supplies and Operations:** Expenditures for supplies and operating expenses shall be in accordance with the approved budget and documentation in the form of paid bills and vouchers must support each expenditure. Care shall be given to assure that all items purchased directly relate to the specific project objectives for which the contract was approved. The titles of films, brochures, and other "miscellaneous items", not specifically outlined in the approved budget, must be submitted to the Missouri Department of Public Safety, Office of the Director, for approval prior to purchasing same. Reimbursement of conference registration fees will not be reimbursed until the conference has taken place.
7. **Personnel:** The applicant assures that time and attendance records shall support any personnel costs and that proper records shall be maintained to adequately substantiate time spent to carry out the specific objectives for which the contract was approved.  
  
If less than 100% of an employee's salary is supported by the contract – either through federal funding or local match funding – that employee must keep a timesheet of all activities to document the percentage of time spent on the project. Only actual time spent on the project may be claimed. The timesheets must include the date, the beginning time, a brief description and the ending time for each task performed by the employee. If less than 100% of an employee's salary is supported by the contract – either through the federal funding or the local match funding – but the employee is spending 100% of her/his time on the project as supported by the employee's job description, this requirement may be waived at the discretion of the Department of Public Safety.

8. **Local Share:** The approved match must be expended within the time period (the contract period) for which federal funds are available for expenditure under the approved contract. Records must be maintained to show the amount and timing of the match. These records are subject to audit in the same manner and to the same extent as books and records dealing with federal funds.

**Failure to provide the approved match may result in your agency being required to refund the federal share to the Missouri Department of Public Safety.**

9. **Interest:** The applicant assures that federal funds will not be used to pay interest or any other financial costs.

**Contract Adjustments/Budget Revisions:**  
**Formal Budget Revisions:** Prior approval must be received from the Missouri Department of Public Safety, Office of the Director, for certain types of changes to the budget or project scope. These types of changes are listed below:

- a. The addition or deletion of a specific budget line item
- b. Monetary additions to the Personnel Budget Category
- c. A change in the approved budget categories in excess of 10 percent of the total award amount.
- d. A change in the scope of the project
- e. A change in or temporary absences of the project director or authorized official
- f. A change in the project site
- g. A change in the name of the agency

**Prior approval** must be received from the Missouri Department of Public Safety for any **programmatic** changes in the contract.

**Timing of Formal Budget Revisions:** If a budget or programmatic revision is required, the request for a change must be submitted at least **30** days prior to the proposed change taking effect and at least **60** days prior to the end of the contract. Budget revisions must be requested on the required form. Budget revisions will not be retroactive unless there are extenuating circumstances presented.

**Informal Budget Revisions:**

Prior approval does not need to be sought from the DPS when transferring less than 10% (cumulative during the contract period) of the total grant award from one budget category to another budget category or within a budget category (except for the Personnel Budget – Prior approval for any monetary additions to this category is necessary).

10. **Contractual Services:** The applicant assures that the following general requirements will be followed when subcontracting for work or services contained in this proposal:

- All consultant and contractual services shall be supported by written contracts stating the services to be performed, rate of compensation and length of time over which the services will be provided which shall not exceed the length of the grant period.
- A copy of all written contracts for contractual or consultant services must be forwarded to the Missouri Department of Public Safety, Office of the Director, upon their ratification.
- Payments must be supported by statements providing the services rendered and supporting the period covered.
- Any contract or agreement for services of \$3,000 or more which is not entered into as a result of competitive bidding procedures (or if only one bid is received) must receive prior approval from the Missouri Department of Public Safety, Office of the Director.
- Individual rates cannot exceed \$450.00 per day without prior approval from the Missouri Department of Public Safety or the U.S. Department of Justice.

11. **Procurement:** The applicant assures that all procurement transactions whether negotiated or competitively bid and without regard to dollar value shall be conducted in a manner so as to provide maximum open and free competition. In addition, the applicant assures that all procurement transactions will meet the minimum standards set forth in the *Missouri Department of Public Safety Financial and Administrative Guide for Contracts*.

12. **Sole Source Procurement:** When only one bid is received or only one vendor is contacted, the purchase is deemed to be sole source procurement. Sole source procurement on purchases with an individual cost from \$3,000.00 to \$100,000 requires prior approval by the Department of Public Safety. In addition, sole source procurement for amounts in excess of \$100,000 requires prior U.S. Department of Justice approval.
13. The applicant shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.
14. The applicant fully understands that the intent of the STOP Violence Against Women Grant Program is to address violent crimes committed against adult women, (especially the crimes of domestic violence, sexual assault and stalking), and will comply with this intent.
15. The applicant certifies that all expendable and non-expendable property purchased with funds awarded under this contract shall be used for STOP Violence Against Women Grant Program purposes only.
16. The applicant assures that federal block grant funds made available 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 federal funds, be made available for the activities of this project.
17. The applicant 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.
18. **Audit:** The applicant agrees to provide an annual audit of their organization in accordance with the provisions of Office of Management and Budget Circulars applicable to their organization.
19. The applicant assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as the Missouri Department of Public Safety, Office of the Director, may require.
20. The applicant assures that, if required to formulate an Equal Employment Opportunity Program (EEOP) in accordance with 28 CFR 42.301 et.seq., it will submit a certification to the Missouri Department of Public Safety that it has a current EEOP on file which meets the requirements therein.
21. The applicant assures that, in connection with the furnishing of services under this contract, it will comply and any subcontractors will comply with all applicable requirements and provisions of the Americans with Disabilities Act (ADA).
22. The applicant assures that it will comply, and all its subcontractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789 (d), or the Victims of Crime Act (as applicable); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disability Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination 28 CFR Part 35 and Part 39.
23. The applicant assures that in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin or sex against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights Compliance (OCRC) of the Office of Justice Programs, U.S. Department of Justice.
24. If the applicant is a law enforcement agency, the applicant assures that the agency is in compliance with sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2 states that "any law enforcement agency which employs a peace officer who is not certified as required by sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law

enforcement, safety or criminal justice purposes.”

- 25. The applicant assures that it will provide the eligible direct victim services, as may be required, set forth in Missouri’s Constitutional Amendment for Victims’ Rights and **Section 595.209, RSMo**. (These eligible direct victim services do not include general witness assistance.)
- 26. 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 contractor of the effective date of termination. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri. The contractor shall be entitled to receive just and equitable compensation for that work completed prior to the effective date of termination.
- 27. It is understood and agreed upon that, in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
- 28. An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public

Safety shall have the right, at its sole discretion, to renew any such award of contract on a year-to-year basis. Should the Department of Public Safety exercise its right to renew the contract, the renewal shall be subject to the terms set forth by the Department of Public Safety in the documents developed for such renewal. Failure to comply with such terms set forth by the Department of Public Safety will result in the forfeiture of such a renewal option.


- 29. The applicant assures that, if this project is intended for a law enforcement agency, such agency must be in compliance with the provisions of Section 43.505, RSMo relating to uniform crime reporting. Section 43.505, subsection 3, states that “Every law enforcement agency in the state shall:
  - a. Submit crime incident reports to the Department of Public Safety on forms or in the format prescribed by the department; and
  - b. Submit any other crime incident information which may be required by the Department of Public Safety.”

Section 43.505, subsection 4 states “Any law enforcement agency that violates this section may be ineligible to receive state or federal funds which would otherwise be paid to such agency for law enforcement, safety or criminal justice purposes.”

- 30. The applicant assures that, if the project is intended for a law enforcement agency, such agency is in compliance with the provisions of Section 590.650, RSMo relating to racial profiling. Failure to comply with these statutory provisions may result in the withholding of funds to the noncompliance law enforcement agency.

**Failure to comply with any of the foregoing certified assurances could result in funds being withheld until such time as the contractor takes appropriate action to rectify the incident(s) of non-compliance.**

The applicant hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the contract application.

  
\_\_\_\_\_  
Authorized Official                      9-2-04  
DATE

  
\_\_\_\_\_  
Project Director                      8-20-04  
DATE

# AUDIT REQUIREMENTS

As a recipient of funds through the Missouri Department of Public Safety, you **ARE** required to submit a copy of your agency's audit for the period covered by this contract.

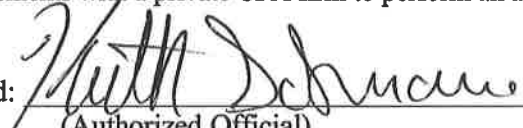
- ⇒ An audit is required for the agency fiscal year, when **State** financial assistance, (which consists of funds received directly from the State of Missouri, but does not include federal pass-through funds), of **\$100,000** or more is expended by the applicant agency.
- ⇒ An audit is required for the agency fiscal year, when **Federal** financial assistance, (which consists of funds received from the Federal Government or federal funds passed through state agencies), of **\$500,000** or more is expended by the applicant agency.
- ⇒ No audit of any type is required when **STATE** financial assistance of less than \$100,000 or **FEDERAL** financial assistance of less than \$500,000 is expended. However, the recipient must maintain detailed records on grant activity required for such grants.



This section must be completed **even if your agency is not required** to submit an audit to the Missouri Department of Public Safety

1. Date of last audit: 1/1/2004                      2. Date(s) covered by last audit: 12/31/2004
3. Last audit performed by: KPMG Limited Liability Partnership  
Phone number of auditor: 314-244-4024
4. Date of next audit: 1/1/2005                      5. Date(s) to be covered by next audit: 1/1/04-12/31/04
6. Next audit will be performed by: KPMG Limited Liability Partnership  
Phone number of auditor: 314-244-4024
7. Total amount of funds received from **ALL** entities **INCLUDING** the Department of Public Safety  
Federal Amount: \$ 1,324,847.00                      State Amount: \$ 2,992,492.00

**NOTE:** State Auditor of Missouri audits all state agencies, third class counties, and all judicial circuits. First, second, and fourth class counties and other local political subdivisions and not-for-profit agencies must make arrangements with a private CPA firm to perform an audit.

Signed:   
(Authorized Official)

Date: 9-2-04

Agency: Boone County Prosecuting Attorney

Phone: 573-886-4305



# CERTIFIED COPY OF ORDER



STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 04

County of Boone

In the County Commission of said county, on the

2<sup>nd</sup>

day of September

20 04

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

Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the VOCA Grant Award (\$51,716.00) for the Boone County Prosecuting Attorney's Office.

Done this 2<sup>nd</sup> day of September, 2004.

Keith Schnarre  
Presiding Commissioner

ATTEST:

Wendy S. Noren  
Clerk of the County Commission

Karen M. Miller  
District I Commissioner

Skip Elkin  
District II Commissioner



# Office of the Boone County Prosecuting Attorney

KEVIN M.J. CRANE, Prosecutor

705 E. Walnut - Courthouse  
Columbia, Missouri 65201-4485

573-886-4100  
FAX 886-4148

DATE: August 31, 2004

TO: Commissioner Schnarre  
Commissioner Miller  
Commissioner Elkin

FROM: Bonnie Adkins   
Boone County Prosecutor's Office

RE: VOCA Grant Award of Contract

I respectfully request your approval to accept VOCA (Victims of Crime Act) grant funds for our Victim Response Team through the Department of Public Safety in the amount of \$51,716.00. To accept this award, please sign both copies of the Award of Contract and the Vendor ACH/EFT Verification Form. We currently receive DPS funds electronically and would like to continue doing so.

If you have any questions, please do not hesitate to contact me.

Thank you for your consideration of this request.



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

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

Contractor Name <b>Boone, County of</b>		
Project Title <b>Victim Response Team</b>		
Contract Period FROM< <b>10/01/04</b> TO< <b>09/30/05</b>	State/Federal Funds Awarded <b>\$51,716.00</b>	Contract Number <b>2002-VOCA-0108</b>

Award is hereby made in the amount and for the period shown above to the above-mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as, any attached Special Conditions. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

**This award is subject to Special Conditions (if the box is checked, see attached).**

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.

  
Authorized Official \_\_\_\_\_ Date

 **8-31-04**  
Project Director \_\_\_\_\_ 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 director of the Department of Public Safety.

\_\_\_\_\_  
Director, Department of Public Safety

**October 1, 2004**  
Award Date

VENDOR ACH/EFT VERIFICATION FORM

If your agency currently receives DPS grant payments via electronic transfer of funds, please complete this verification document and submit with your grant Award documents. If your agency does not currently receive DPS grant payments via electronic transfer or if your agency is a new grant recipient, and you would like to have your DPS reimbursements electronically deposited, please complete the attached Vendor ACH/EFT Application form and submit it with your Award documents for this grant.

Agency (Vendor) Name: Boone County Prosecuting Attorney

Current DPS Contract #(s): 2001-VOCA-0075 2002-VAWA-0061

New Grant Contract #: 2002-VOCA-0108  
(As shown on the enclosed Award of Contract)

By signing below you acknowledge that your agency currently receives reimbursement of DPS grant funds via electronic transfer and requests to continue receiving reimbursement of funds via electronic transfer for the grant indicated on the enclosed Award of Contract.

Keith Schumaker 9-2-04  
Signature of Authorized Official Date



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

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

Contractor Name  
**Boone, County of**

Project Title  
**Victim Response Team**

Contract Period	State/Federal Funds Awarded	Contract Number
FROM< 10/01/04 TO< 09/30/05	\$51,716.00	2002-VOCA-0108

Award is hereby made in the amount and for the period shown above to the above-mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as, any attached Special Conditions. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

This award is subject to Special Conditions (if the box is checked, see attached).

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.

*[Signature]*  
 Authorized Official 8-2-04  
 Date

*[Signature]*  
 Project Director 8-31-04  
 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 director of the Department of Public Safety.

\_\_\_\_\_  
 Director, Department of Public Safety

**October 1, 2004**  
 Award Date

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 04

County of Boone

In the County Commission of said county, on the

2<sup>nd</sup>

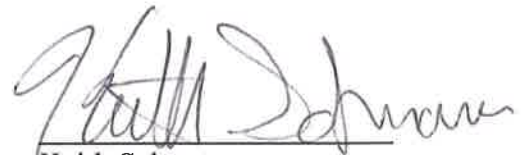
day of September

20 04

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

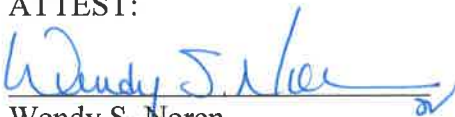
Now on this day the County Commission of the County of Boone does hereby authorize the use of the Commission Chambers on September 18, 2004 from 10:00 a.m. to 2:00 p.m. for a meeting of the Missouri Development Planning Group for the Missouri Lion's Club. It is further ordered that the Presiding Commissioner be hereby authorized to sign said application.

Done this 2<sup>nd</sup> day of September, 2004.



Keith Schnarre  
Presiding Commissioner


ATTEST:



Wendy S. Noren  
Clerk of the County Commission



Karen M. Miller  
District I Commissioner



Skip Elkin  
District II Commissioner

Keith Schnarre, Presiding Commissioner  
Karen M. Miller, District I Commissioner  
Skip Elkin, District II Commissioner



Roger B. Wilson  
Boone County Government Center  
801 East Walnut Room 241  
Columbia, MO 65201-7732  
573-886-4305 • FAX 573-886-4311

# Boone County Commission

368-2004

## APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY FACILITIES

The undersigned organization hereby applies for a permit to use the Boone County Courthouse Grounds and/or Government Center as follows:

Description of Use: MEETING OF MISSOURI DEVELOPMENT PLANNING GROUP

Date(s) of Use: September 18, 2004

Time of Use: From: 10:00 a.m./p.m. thru 2:00 a.m./p.m.

Facility requested: Courthouse Grounds  - Courtyard Square  - Chambers  - Chambers Atrium  - Rm220  - Rm208  - Rm139

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws, ordinances and county policies in using Courthouse grounds or designated rooms.
2. To remove all trash or other debris that may be deposited (by participants) on the courthouse grounds and/or in rooms by the organizational use.
3. To repair, replace, or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds and/or carpet and furnishings in rooms.
4. To conduct its use of courthouse grounds and/or rooms in such a manner as to not unreasonably interfere with normal courthouse and/or Boone County Government building functions.
5. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use on the courthouse grounds and/or use of rooms as specified in this application.

Name of Organization/Person: MISSOURI LION'S CLUB

Organization Representative/Title: FREDA MCKEE - DISTRICT GOVERNOR - MO26C

Address/Phone Number: Governor's Office, Jefferson City, MO 573-751-6587  
573-200-0715 (cc)

Date of Application: August 26, 2004

### PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY FACILITIES

The County of Boone hereby grants the above application for permit in accordance with the terms and conditions above written. The above permit is subject to termination for any reason by duly entered order of the Boone County Commission.

ATTEST:

Wendy S. Nee  
County Clerk

BOONE COUNTY, MISSOURI  
Keith Schnarre  
County Commissioner

DATE: 2 Sept 2004

# CERTIFIED COPY OF ORDER



STATE OF MISSOURI }  
County of Boone } ea.

September Session of the July Adjourned

Term. 20 04

In the County Commission of said county, on the 2<sup>nd</sup> day of September 20 04

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

Now on this day the County Commission of the County of Boone does hereby authorize the use of County Facilities beginning at 9:00 a.m. on December 31, 2004 and ending at 2:00 a.m. January 1, 2005 for First Night Columbia. It is further ordered that the Presiding Commissioner be hereby authorized to sign said application.

Done this 2<sup>nd</sup> day of September, 2004.

Keith Schnarre  
Presiding Commissioner

ATTEST:

Wendy S. Noren  
Clerk of the County Commission

Karen M. Miller  
District I Commissioner

Skip Elkin  
District II Commissioner



369-2004

**APPLICATION FOR ORGANIZATIONAL USE OF  
BOONE COUNTY COURTHOUSE GROUNDS**

The undersigned organization hereby applies for a permit to use the Boone County Courthouse grounds as follows:

Description of Use: First Night Columbia

Date(s) of Use: December 31 use of Govt Building, Center, Square, Courthouse Roof (this year we will not have our headquarters at in the Govt Building and would like to only use the lobby for a Tai Chi demonstration from 7 - 10 pm and the Chambers for a Labyrinth (maze). Both will be very passive, minimal set-up and low use of building. We will not block the tax deposit on the east side of the building.

Time of Use: From: Dec 31, 9 am thru 2 am

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws and ordinances in using Courthouse grounds.
2. To remove all trash or other debris which may be deposited on the courthouse grounds by participants in the organizational use.
3. To repair, replace, or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds.
4. To conduct its use of courthouse grounds in such a manner as to not unreasonably interfere with normal courthouse functions.
5. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use on the courthouse grounds as specified in this application.

Name of Organization/Person: First Night Columbia,

Organization Representative/Title: Karen Ramey - Director of Operations

Address/Phone Number 874-6397

Date of Application: August 31, 2004

**PERMIT FOR ORGANIZATIONAL USE OF COURTHOUSE GROUNDS**

The County of Boone hereby grants the above application for permit in accordance with the terms and conditions above written. The above permit is subject to termination for any reason by duly entered order of the Boone County Commission.

ATTEST:

BOONE COUNTY, MISSOURI

Wendy S. New  
County Clerk

Keith Schuman  
County Commissioner

DATE: 2 Sept 2004