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January 23, 2014

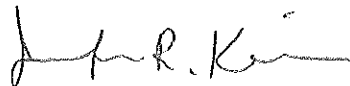
Mr. Lonnie R. Robbins
Chief Administrative Officer
Howard County Government
3430 Courthouse Drive
Ellicott City, Maryland 21043

Dear Mr. Robbins:

Please find attached the testimony of the Circuit Court for Howard County regarding SAO No. 1 – Fiscal 2014. This legislation appropriates \$16,559 in State grant funds from the Administrative Office of the Courts/Maryland Judiciary. The funds will be used to purchase and install surveillance cameras and additional digital video recording equipment. No County matching funds are required in conjunction with the acceptance of this grant from the State.

If any additional information is required, please so advise. The Court appreciates the support of the Administration in requesting that the County Council appropriate these supplemental State funds.

Sincerely yours,



Jennifer R. Keiser
Court Administrator

Attachment

cc: Jennifer Sager, Legislative Coordinator
Brook Mamo, Budget Analyst
Deidre Barksdale, Fiscal Specialist



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December 16, 2013

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Jennifer R. Keiser
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Circuit Court for Howard County
8360 Court Avenue
Ellicott City, MD 21043

Project: Circuit Court for Howard County - FY 2014 Courthouse Security Grant

Project Period: December 26, 2013, through June 30, 2014

Award No. 2014-FAD-06

Dear Ms. Keiser:

The Facilities Administration Department is pleased to inform you that the Circuit Court for Howard County has been awarded a grant for courthouse physical security in the amount of \$16,559 based upon the submitted grant application. This grant award period will run from December 26, 2013, through June 30, 2014. All funds must be expended by the end of the grant period.

By acceptance of this award, the grantee agrees to comply with the Maryland Judiciary Policy on Grants Administration and to the prudent management of all expenditures and actions affecting the award as listed below. I enclose a copy of the policy for your review.

The principal contact for the grant project is you. Terms and conditions are as follows:

Cost reimbursable payments are approved under this instrument. Only costs approved in the original application budget or approved modification are allowable. Modifications must be submitted in advance for approval. Expenditures exceeding 10 percent of any line items must be submitted for approval prior to spending.

Funds will be disbursed on a reimbursement basis upon submission of a Request for Reimbursement, Proof of Payment by local jurisdiction, and invoices. Requests for payment can be made monthly.

Continued grant fund disbursement shall be dependent on grantees' satisfactory progress toward deliverables and the availability of funding. The grantor maintains the right to withhold funds or change funding amounts.

Grantees shall assure that projects include an evaluation component to assess the effectiveness of the program. By accepting a Judiciary grant, the grantee agrees to cooperate with Judiciary-sponsored evaluation projects.

Grantees must follow their respective organizations' written procurement policies in expending grant funds and maintain documentation demonstrating such compliance for all purchases. If an organization does not have a written procurement policy, the organization will be subject to the Judiciary's written procurement policy.

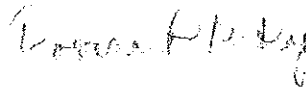
Grantees may be subject to site visits by Judiciary staff.

Grantees may be subject to periodic reviews or audits. The reviews or audits may be announced or unannounced.

Awards shall be closed out 30 days after the end of the grant (June 30, 2014). Close out includes timely submission of all required reporting and adjustments for the amounts due to the grantee or the State. Files shall be retained for three years from the end of the grant and until audited.

Please do not hesitate to contact me with any questions.

Sincerely yours,



Roxanne P. McKagan
Executive Director, Facilities Administration

cc: Hon. Lenore R. Gelfman
Wayne A. Robey
✓Deidre Barksdale
Pamela Harris
Keith Bageant
Allen Clark
Lynne Kelleher

Enc.