OMB Number 1123-0011
Expires 7-31-2011

Equitable Sharing Agreement and Certification

◯ **Police Department** ◉ **Sheriff's Office** ◯ **Task Force (Complete Table A, page2)**
◯ **Prosecutor's Office** ◯ **Other (specify)** _____

Agency Name: Camden County Sheriff's Office

NCIC/ORI/Tracking Number: G A 0 2 0 0 0 0 0

Street Address: P.O. Box 699

City: Woodbine **State:** GA **Zip:** 31569

Contact: Title: Sheriff First: Tommy Last: Gregory

Contact: Phone: (912) 510-5100 E-mail: lwhitlow@co.camden.ga.us

☒ Same as Contact **Preparer:** First: Tommy Last: Gregory

Preparer: Phone: (912) 510-5100 E-mail: lwhitlow@co.camden.ga.us

Last Fiscal Year End: 06/30/2011 **Agency Current Fiscal Year Budget:** $3,187,950.00

◯ **New Participant:** Read the Equitable Sharing Agreement (page 5) and sign the Affidavit (page 6)

◉ **Existing Participant:** Complete the Annual Certification Report, read the Equitable Sharing Agreement (page 5), and sign the Affidavit (page 6)

◯ **Amended Form:** Revise the Annual Certification Report, read the Equitable Sharing Agreement (page 5), and sign the Affidavit (page 6).

Annual Certification Report

	Summary of Equitable Sharing Activity	Justice Funds[1]	Treasury Funds[2]
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	$17,387.16	
2	Federal Sharing Funds Received	$0.00	
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (complete Table B, page 2)	$14,893.00	
4	Other Income	$413,220.88	
5	Interest Income Accrued — Non-Interest Bearing ◯ Interest Bearing ◉	$2,860.52	
6	Total Equitable Sharing Funds (total of lines 1 - 5)	$448,361.56	$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	$200,576.06	$0.00
8	Ending Balance (difference between line 7 and line 6)	$247,785.50	$0.00

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

[2] Treasury Agencies are: IRS, ICE, CBP, USSS, and USCG.

	Summary of Shared Monies Spent	Justice Funds	Treasury Funds
a	Total spent on salaries for new, temporary, not-to-exceed one year employees Refer to § VIII.A.2.a.3 of the *Justice Guide*		
b	Total spent on overtime		
c	Total spent on informants, "buy money," and rewards		
d	Total spent on travel and training	$11,474.53	
e	Total spent on communications and computers	$42,900.38	
f	Total spent on weapons and protective gear	$9,388.45	
g	Total spent on electronic surveillance equipment		
h	Total spent on buildings and improvements	$91,249.00	
i	Total transfers to other state and local law enforcement agencies (complete Table C, page 2)		
j	Total spent on other law enforcement expenses (complete Table D, page 3)	$45,563.70	
k	Total Expenditures in Support of Community-based Programs (complete Table E, page 3)		
l	Total Windfall Transfers to Other Government Agencies (complete Table F, page 3)		
m	Total spent on matching grants (complete Table G, page 3)		
n	**Total**	$200,576.06	$0.00
o	Did your agency receive non-cash assets? ◯ Yes ◉ No If yes, complete Table H, page 3.		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number

Table B: Equitable Sharing Funds Received from other Agencies

Total the amount transferred to each agency on separate lines

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: The Georgia Department of Public Safety NCIC/ORI/Tracking Number: G A G S P 0 0 0 0	$14,893.00	

Table C: Equitable Sharing Funds Transferred to Other Agencies

Total the amount transferred to each agency on separate lines

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

Table D: Other Law Enforcement Expenses

Description of Expense	Justice Funds	Treasury Funds
Vehicles	$22,837.50	
Copy Machines	$4,090.00	
Security Systems	$5,925.27	
K-9 Kennels	$2,692.00	
Lasers	$7,380.00	
Camera	$213.93	
Utility Trailers	$2,100.00	
Dues	$325.00	

Table E: Expenditures in Support of Community-based Programs

Refer to § VIII.A.1.m and Appendix C of the *Justice Guide*

Recipient	Justice Funds	

Table F: Windfall Transfers to Other Government Agencies

Refer to § VIII.A.1.n of the *Justice Guide* and pp. 25-26 of the *Treasury Guide*

Recipient	Justice Funds	Treasury Funds

Table G: Matching Grants

Refer to § VIII.A.1.h of the *Justice Guide* and p. 22 of the *Treasury Guide*

Matching Grant Name	Justice Funds	Treasury Funds

Table H: Other Non-Cash Assets Received

Source	Description of Asset
Justice ◯	
Treasury ◯	

Table I: Civil Rights Cases

Name of Case	Type of Discrimination Alleged

Name of Case	Type of Discrimination Alleged			
	☐ Race	☐ Color	☐ National Origin	☐ 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, Program Management and Strategic Planning Unit, 1400 New York Avenue, N.W., Second Floor, Washington, DC 20005.

Equitable Sharing Agreement

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 page (page 6) submitted by fax. This will constitute submission to the Department of Justice and the Department of 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 Treasury, depending on the source of the funds, that the receiving agency is a federal Equitable Sharing Program participant and has a current Equitable Sharing Agreement and Certification on file.

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 forfeiture fund account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public monies 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.

6. **Audit Report.** Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Circular A-133. The Department of Justice and Department of the Treasury reserve the right to conduct periodic random audits.

Tommy J. Gregory, Sheriff
Camden County Georgia
Post Office Box-699
Woodbine Georgia 31569-699
(912) 510-5100

September 3, 2010

To Whom It May Concern:

During an internal audit of the Federal Seized Assets account Lori Whitlow and I could not find documentation to support the ending balance of the FY08 annual report. The FY08 report was prepared by the administration of the previous Sheriff. The amount on the report and the balance in the bank differ by $4.88. We have searched through all of the documents available to us. We are unable to locate the source of this $4.88. On the FY11 report the $4.88 has been included in the other income line to correct the difference.

Kathy Johnson
Kathy Johnson
Chief Financial Officer

Lori Whitlow

Chief Administrative Officer

Tommy J. Gregory, Sheriff

Date	Item Description	Check #	Ck Amt
7/9/2010	Bank of America (Travel for Training)	1046	$4,027.57
7/14/2010	City of Gainesville (Vehicles)	1047	$10,500.00
7/14/2010	Void	1048	
7/15/2010	Bank of America (Travel for Training)	1049	$969.53
8/10/2010	Dell (Computers)	1050	$2,291.08
8/10/2010	Golden Isles Office Equipment (Copiers)	1051	$4,090.00
8/26/2010	Bank of America (Travel for Training)	1052	$925.94
8/30/2010	Camden County Pooled Cash Acct. (GovDeal Fees)	1053	$337.50
8/31/2010	Assoc. Systems of Georgia (Courthouse Security System)	1054	$533.05
10/6/2010	Assoc. Systems of Georgia (Courthouse Security System)	1055	$2,766.95
10/6/2010	Void	1056	
10/6/2010	Bank of America	1057	$600.00
10/6/2010	SRT Supply (Training Equipment)	1058	$3,383.58
10/6/2010	Bank of America (Dues)	1059	$150.00
10/25/2010	Bank of America (Camera for Investigator)	1060	$213.93
11/4/2010	Shooters of America (Weapon)	1061	$1,095.00
11/18/2010	Bank of America (Dues)	1062	$125.00
11/18/2010	DGG Taser (Tasers)	1063	$8,293.45
12/3/2010	PROSYS (Computer Switch)	1064	$3,090.00
12/7/2010	Void	1065	
12/16/2010	Bank of America (Travel for Training)	1066	$745.29
12/30/2010	Bank of America (Radios)	1067	$746.00
1/3/2011	City of Gainesville (Vehicles)	1068	$12,000.00
1/6/2011	J.Stengel Consulting (Firewall)	1069	$5,793.54
1/18/2011	Bank of America (Dues)	1070	$50.00
2/3/2011	Dell Marketing LP (Laptop)	1071	$804.00
2/18/2011	Bank of America (Travel for Training)	1072	$808.24
3/4/2011	Parr Builders (Training Facility)	1073	$8,250.00
3/4/2011	AA Classic Fencing (K9 Kennels)	1074	$850.00
3/22/2011	Bank of America (Travel for Training)	1075	$14.38
3/31/2011	Bank of America (K9 Kennels)	1076	$1,842.00
4/6/2011	Kustom Signals (Laser Warranties)	1077	$700.00
4/20/2011	Kustom Signals (Lasers)	1078	$6,680.00
4/20/2011	Parr Builders (Training Facility)	1079	$16,830.00
5/6/2011	Parr Builders (Training Facility)	1080	$28,710.00
5/20/2011	Bank of America (Computer Software)	1081	$215.76
5/25/2011	American Sod & Fence (Utility Trailer)	1082	$1,050.00
6/10/2011	Parr Builders (Training Facility)	1083	$36,559.00
6/10/2011	Bank of America (Camera System)	1084	$2,625.27
6/16/2011	American Sod & Fence (Utility Trailer)	1085	$1,050.00
6/16/2011	Hasty's Communications East, Inc. (Portable Radios)	1086	$29,960.00
6/16/2011	Ross Irrigation (Training Facility)	1087	$900.00

Affidavit - Existing Participant

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
See ¶ 2 on page

Signature: Tommy J. Gregory

Name: Tommy J. Gregory

Title: Sheriff

Date: 09/16/2011

Governing Body Head
See ¶ 2 on page

Signature: David L. Rainer

Name: David L. Rainer

Title: Chairman Board of Commissioner

Date: 09/20/2011

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.

gregoryt@tds.net
lwhitlow@co.camden.ga.us
kajohnson@co.camden.ga.us

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FOR AGENCY USE ONLY
Entered by _____

Entered on _____

○ FY End: 06/30/2011

◉ NCIC: GA0200000 Agency: Camden County Sheriff's Office Phone: (912) 510-5100

○ State: GA Contact: Tommy Gregory E-mail: lwhitlow@co.camden.ga.us

Date Printed: September 13, 2011 08:59