



FY 2003 BJA Congressionally Mandated Awards 2003-F3378-MO-DD



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| | | | |
|---|-----------|---|------------------------------|
| APPLICATION FOR FEDERAL ASSISTANCE | | 2. DATE SUBMITTED | Applicant Identifier |
| 1. TYPE OF SUBMISSION | | 3. DATE RECEIVED BY STATE | State Application Identifier |
| Application Non-Construction | | 4. DATE RECEIVED BY FEDERAL AGENCY | Federal Identifier |
| 5. APPLICANT INFORMATION | | | |
| Legal Name | | Organizational Unit | |
| The Junior College District of Metropolitan Kansas City Missouri | | Blue River Community College | |
| Address | | Name and telephone number of the person to be contacted on matters involving this application | |
| 20301 East 78 Highway Independence, Missouri 64057-2053 | | Hronek, Dennis (816) 220-6736 | |
| 6. EMPLOYER IDENTIFICATION NUMBER (EIN) | | 7. TYPE OF APPLICANT | |
| 43-0813703 | | State Controlled Institution of Higher Learning | |
| 8. TYPE OF APPLICATION | | 9. NAME OF FEDERAL AGENCY | |
| | | Bureau of Justice Assistance | |
| 10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE | | 11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT | |
| NUMBER: 16.580 CFDA Edward Byrne Memorial State and Local Law Enforcement TITLE: Assistance Discretionary Grants Program. | | Western Missouri Public Safety Training Institute: Instructional Enhancement | |
| 12. AREAS AFFECTED BY PROJECT | | | |
| Curriculum, distance education delivery, and practical training program. | | | |
| 13. PROPOSED PROJECT | | 14. CONGRESSIONAL DISTRICTS OF | |
| Start Date: January 02, 2004 End Date: December 31, 2004 | | a. Applicant b. Project MO05 | |
| 15. ESTIMATED FUNDING | | 16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? | |
| Federal | \$198,700 | Program has not been selected by state for review | |
| Applicant | \$0 | | |
| State | \$0 | | |
| al | \$0 | | |

| | | |
|--|-----------|--|
| Other | \$0 | 17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? |
| Program Income | \$0 | |
| TOTAL | \$198,700 | |
| 18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED. | | |

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FY 2003 BJA Congressionally Mandated Awards 2003-F3378-MO-DD



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Assurances and Certifications

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To the best of my knowledge and belief, all data in this application/preapplication is true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.

[Applicant Information](#)

[Project Information](#)

Your typed name, in lieu of your signature represents your legal binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the following:

[Budget and Program Attachments](#)

1. [Assurances](#)
2. [Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace requirements.](#)

[Assurances and Certifications](#)

[Review SF 424](#)

If you are an applicant for any Violence Against Women grants, this includes the Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act.

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| | |
|-------------------------|--|
| *Prefix | Mr. |
| Name Prefix:(Other) | |
| *First Name | Allan |
| Middle Initial (if any) | |
| *Last Name | Tunis |
| Suffix | |
| Name Suffix:(Other) | |
| *Title | Vice Chancellor of Administrative Services |
| *Address Line 1 | 3200 Broadway |
| Address Line 2 | |
| *City | Kansas City |
| County | Jackson |
| *State | Missouri |
| *Zip Code | 64111-2053 |
| *Phone | 816-759-1020 Ext : |
| Fax | 816-759-1006 |
| *E-mail | Al.Tunis@kcmetro.edu |

I have examined the information provided here regarding the signing authority and certify it is accurate. I am the signing authority, or have been delegated or designated formally as the

signing authority by the appropriate authority of official, to provide the information requested throughout this application system on behalf of this jurisdiction. Information regarding the signing authority, or the delegation of such authority, has been placed in a file and is available on-site for immediate review.

Continue

Instructional Enhancement--Bureau of Justice Assistance 2003

Personnel

| | |
|-----------------------|------------|
| Part time Faculty | 32,784 |
| Benefits | 2,508 |
| Video Technician | 44,043 |
| Benefits | 5,571 |
| Elizabeth Smith (.25) | 12,209 |
| Benefits | 4,943 |
| Project Director | 8,000 |
| Benefits | <u>612</u> |

Total Personnel Costs 110,670

Other Costs

Equipment

| | |
|----------------|---------------|
| Target Systems | 59,000 |
| Car | <u>22,000</u> |

Sub Total 191,670

*Indirect Costs 58,655

Total Cost 250,325

*If savings are realized in personnel or equipment costs, we will request payment for indirect cost.

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Budget

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STATEMENT OF NEED

Western Missouri Public Safety Training Institute Background

New training requirements for Missouri law enforcement officers were created when Missouri Senate Bill 268 was enacted in 1993. Those training requirements became fully effective August 28, 1996, and as a result, Missouri uniformed public safety officers have both preservice (or basic) and continuing education requirements. The State of Missouri mandated minimum training requirements for peace officers and required that the training be conducted by an academy certified by the Peace Officers Standards and Training (POST) Commission. This legislation established a minimum level of demand for peace officer training.

The new law created a market demand to which the Kansas City Missouri Regional Police Academy was unable to respond. Therefore, at the request of local law enforcement agencies the Metropolitan Community Colleges (MCC) of Kansas City, Missouri, developed a peace officer training academy in January 1996. The Academy's name was declared to be the Western Missouri Regional Police Academy to best reflect the geographic market, and "Academy" now refers to the police science law enforcement component. The Academy is fully certified by Missouri's Department of Public Safety POST Commission. Through its Blue River Community College (BRCC) campus in Independence, Missouri, MCC provides basic training and continuing education courses to meet the needs of participating law enforcement agencies.

Plans for the Western Missouri Public Safety Training Institute (WMPSTI) emerged and garnered local, state and federal support during this time. (The fire science degree program was moved from Penn Valley Community College (PVCC) to BRCC. A basic recruit-training program was developed to train firefighters. PVCC delivers training in EMT at the Public Safety Institute. Today the Institute is a combined training facility that serves the needs of peace officers [Western Missouri Regional Police Academy (WMRPA)], emergency medical services technicians (EMT/Paramedic education) and firefighters.

The Institute provides preservice, basic training and continuing education for law enforcement agencies in the region through its Police Academy. Students can also receive 31 credit hours through MCC toward a criminal justice degree. Currently 72 Missouri agencies have annual training contracts with the Academy for state mandated continuing education. Additionally, 50 agencies from the neighboring states of Kansas, Nebraska, Iowa, Oklahoma and Arkansas send officers for training on an open enrollment basis for approximately 400 officers per year. Thus, the Academy efficiently delivers training through one site rather than multiple agencies sites and is a regional provider of continuing education in law enforcement for more than 4738 officers annually.

The demand for trained peace officers grew substantially after January 1996 when the first 25 civilians were admitted to the Academy. Currently the Academy trains approximately 100 recruits per year. This represents 50 percent of the needed replacements projected by POST's data on manpower requirements for Missouri agencies and 40 percent of the continuing education requirement.

Demand Projections

"Police Patrol Officer" is listed as a high-demand occupation by the Missouri Occupational Information Coordinating Committee (MOICC) in their latest publication dated 2002 and based on 2000 data, and recent Department of Labor reports indicate 130 openings a year for patrol officers in the Kansas City metropolitan service area. There has been a recent increase in the rate of retirements due to early retirement incentives offered by several Missouri police departments.

MCC's law enforcement basic training program and continuing education courses are required, thereby assuring a predictable and continuing demand. A November 1997 feasibility study conducted by the Midwest Research Institute in Kansas City, Missouri, projected the preservice and continuing education needs of uniformed public safety personnel in western Missouri and assessed the portion of that demand that could be met by a Public Safety Training Institute located in the Kansas City metropolitan area. The study also assessed the desirability of establishing a combined training facility that would serve the needs of peace officers, emergency medical technicians/paramedics, and potentially, firefighters.

According to the projections prepared for this study, MCC can provide 205,000 hours of training to peace officers and emergency medical technicians/paramedics in the year 2010, or 40 percent of all training hours. Projections of hours for fire fighter training were not prepared for this study. These projections represented more than a three-fold increase over the amount of public safety training provided by MCC at that time. The projections were based on current information and quantifiable assumptions about staffing levels, staff turnover, basic training requirements, utilization of continuing education, and demographic trends. According to the Academy records this projection appears to be a conservative estimate by a report of training hours from July 1, 2002 to June 30, 2003 the PSI provided 184,284 hours of training to police, fire and EMS professionals.

When WMPSTI attains its goals, the new Institute will provide over 220,000 hours of basic and continuing education to uniformed public safety personnel by the year 2010. Nearly 60 percent of this total will be for peace officers.

Public safety agencies in western Missouri have a continuing and predictable demand for preservice, or basic, education. Each type of service has mandated training requirements for job entry. Public safety agencies also reported a strong commitment to continuing education requiring more than the mandated minimums.

MCC's role in peace officer training has brought inquiries from other uniformed public safety services. Fire service and emergency medical service providers have expressed interest in both basic and continuing education. And there has been expressed interest in the development of curriculum in the areas of hazardous waste removal; First Response (procedure followed by the first emergency group on the scene where injured persons are present); anti-terrorism; and K-9 training, which involves training and certification of dogs with officers in public safety. Other potential training and public service opportunities would involve coordinated/critical response, emergency preparedness, Alcohol Tobacco and Firearms (ATF), the Federal Bureau of Investigation (FBI), and the utilization of MCC's TeleCommunity Center, which offers teleconferencing, televised courses, and Internet services.

Challenges for Programmatic Development

MCC is committed to its role of providing access to high-quality, low-cost education and training for the law enforcement and public safety community. To enhance our ability to supply well-trained individuals for law enforcement agencies of western Missouri, MCC has faced three primary challenges. They are:

- Inadequate equipment
- Need for an alternate instructional delivery system
- Inadequate facilities

Equipment Limitations

Three major factors indicate the need for regional training facilities and WMPSTI plans:

1. The projected growth in public safety training services in western Missouri over the next four to five years, with the Western Missouri Regional Police Academy as *the academy of choice* for law enforcement training in western Missouri.
2. The growing interest in pre-service and continuing education training for peace officers.
3. The need for delivery of continuing education information courses delivered by alternate means using distance education technology.
4. The need for expanded course offerings in drivers and firearms training for certified peace officers.

There is a need for additional equipment and curriculum development in order to respond to training needs. For the purposes of this proposal, the Police Academy plans to expand equipment acquisition by purchasing described equipment. New courses will be developed and produced specifically for driving and firearms skills training. Televised courses will be delivered to certified peace officers and to the general public. The

proposed objective support the expansion of capacity to serve this high demand occupation.

Plan to Address Inadequate Facilities

A preliminary architectural design was commissioned for a stand-alone state-of-the-art police academy that would handle the projected growth. The Missouri Coordinating Board for Higher Education and the Missouri General Assembly appropriated \$5.2 million dollars for the construction of the Western Missouri Public Safety Training Institute facility. MCC (Blue River Community College) is required to match the state funding with an equivalent amount.

Phase I—Facility Construction

Phase I of the facility construction began May 1, 2000 and was completed in September 2001. During this phase a 33,000-square-foot classroom facility was completed. The cost of this building was \$6.93 million dollars.

The classroom facility includes six classrooms—each with a seating capacity of 40, a lecture hall (capacity of 100), and a 90' by 70' multipurpose room. Four additional rooms are used for “scenario training” and each measures 18' by 28'. A business, apartment, and nightclub setting, for example, can be established in the scenario rooms using props for the purpose of training and testing of police skills.

Phase II of the facility construction will begin in the fall of 2003. Plans include the following:

Tactical Training Facilities will include a driving track and a shooting range. The track is planned to be an approximately 2.1 miles of surfaced road using concrete, blacktop, gravel and dirt surfaces and a skid pad for training. The driving course will allow pursuit and defensive drivers training for recruits and law enforcement officers. Land acquisition and track construction remains incomplete but the driving track is projected to be completed within two years.

There is one shooting range with a capacity for 12 shooting points currently being used in Sugar Creek, Missouri. If approved funding will provide a target system, “hogans alley” to this range. Additional shooting points will be needed in the future if projections of use and demand are realized.

Funds for the driving track are being provided by MCC and with support from the State of Missouri. The State approved the appropriation to cover 50 percent of the construction cost as previously mentioned. The Metropolitan Community Colleges will pay the remaining costs directly and through grants or contributions acquired expressly for this purpose.

Need for Alternate Delivery of Law Enforcement Continuing Education

Once the existing shooting range is completed and a new driving track is constructed, new courses must be developed and new instruction designed and delivered. The new courses will be designed by part-time faculty under the supervision of Academy Director Van Muschler and Assistant Director Jim Holiman. Courses will include:

- DITP Skid Control (#7242.5:30)
- DITP Evasive Driving and Accident Avoidance (#7245.08)
- DITP Pursuit Driving (#7246.06)

Alternate Delivery Methods Needed

Alternate delivery methods are necessary for some agencies and the public served by the Public Safety Institute. Some participants will be bound by job requirements to remain within their community or at their duty station. Requests indicate a need for delivery of live instruction by alternate means through distance education technology. This instruction will be delivered over the Internet, television or by videotape. Funding from the BJA will cover the salaries of part-time instructors chosen for their expertise in topics necessary to develop and produce this instructional segment. A 2001 COPS grant allowed the Police Academy and Public Safety Institute to add a video-production, live-television-broadcast classroom. College-credit courses in Fire Science are currently delivered through the MCC television network. The live and taped instruction offered by this facility provides access to law enforcement agencies and police officers normally unable to attend courses on campus or on site at the PSI.

Target area or population to be served by the project.

The primary service area for the Public Safety Institute is Jackson County and its contiguous counties of Clay, Ray, Lafayette, Platte, and Cass, according to a 1997 feasibility study conducted by the Midwest Research Institute (MRI). The effective geographic area extends west from Columbia, Missouri, to the intersection of the Kansas and Oklahoma State lines. Excluding Kansas City, Mo., the target area consists of 16 urban law enforcement agencies and 272 rural law enforcement agencies, for a total of 5,584 certified peace officers. The Academy has 72 contract departments from cities representing a population of 1,081,512. Other contract agencies include the Kansas City International Airport police, Burlington, Northern and Santa Fe Railroads, Clay County Parks, the Housing Authority of Kansas City, Norfolk Railroad, Union Pacific Railroad, and Missouri Liquor control.

GOALS AND OBJECTIVES

This proposal (BJA 2003) requests the support of the Bureau of Justice Assistance with **instructional equipment and supplies and curriculum development needed for Phase II of development and expansion of delivery of instruction by the WMPSTI.** The specific objectives are:

Objectives:

1. Develop public safety lesson plans and produce live, videotaped, and computer network instruction for topics including law update, police administration, community policing, and others.
2. Develop lesson plans in collaboration with certified driving and firearms instructors and produce new courses to include skid control, evasive driving, hand gun retention.
3. Develop a partnership with the Sugar Creek, Mo., Police Department by further developing a shooting range that will in turn be used for delivery of firearms and shooting instruction to Academy participants.
4. Purchase a police patrol car for the purpose of providing needed equipment for recruit and certified peace officer driver training.

IMPLEMENTATION PLAN

Within a 12-month period of the grant, the four (4) stated objectives would be the focus of implementation. Refer to "Milestones and time-task line."

Milestones and time-task line

| Milestones | Time-task line |
|--|------------------------------|
| Identification of Equipment with specifications delineated and possible vendors identified | November 2003 |
| Video Technician job advertised | December 2003 |
| Instructors, topics and courses selected for development, Instructors assigned to orientation, training and given a timeline | January 2004 |
| Instructors provided training and preparation for televised instructional delivery | April thru September 2004 |
| Requisitions sent to purchasing and developed for Bid process | January 2004 |
| Video Technician job interviews/selection | January 2004 |
| Orientation of Technician to MCC television production | February 2004 |

| | |
|--|----------------------------|
| Successful Vendors identified | February 2004 |
| Lesson Plans written and published and produced for new courses | February thru October 2004 |
| Development of connectivity with local television stations and MCC network | March 2004 |
| Free Public Safety Programming sought and broadcast | March 2004 |
| Connectivity by Internet and television broadcast to Police Agencies developed | April 2004 |
| MCC Board Approval of equipment/supplies | April 2004 |
| Equipment received from Vendors | March thru July 2004 |
| Targeting system installed | July 2004 |

ADDITIONAL RESOURCE COMMITMENTS

The District and Blue River Community College have worked successfully with the Missouri Coordinating Board for Higher Education. In 1999, the Missouri General Assembly appropriated \$5.2 million dollars for the construction of the Western Missouri Public Safety Training Institute facility. Blue River is required to match this state funding with an equivalent amount of federal or local sources. The Chancellor and President have charged the Financial Services, Resource Development and MCC Foundation directors with responsibility for raising the \$5.2 million matching dollars required.

The MCC Foundation concluded that the participation of local philanthropic and corporate funders is more likely to materialize in community-related safety programming than in construction-related investments in facilities.

With this proposal to the Bureau of Justice Assistance, Resource Development is facilitating the fourth formal approach to the U.S. Department of Justice for program development for the WMPSTI at MCC/Blue River.

PROGRAM EVALUATION

- Published lesson plans for criminal law, law update, drivers and firearms training.
- Installed target system will provide improved firearms training facility at Sugar Creek.

PROJECT MANAGEMENT STRUCTURE

The president of Blue River Community College, **Malcolm Wilson** is the district officer charged with responsibility for implementation of this proposed project.

Dennis Hronek—The coordinator responsible for supervising public safety education programs, including the work performed by staff and instructors toward the completion of all goals and objectives of the Bureau of Justice Assistance grant. He will approve all equipment requests made to purchasing but will first determine that sufficient budget has been allocated and secured for purchase of equipment. Mr. Hronek will document completed goals and complete progress reports. Budget management will be a shared responsibility between Mr. Hronek and David McGarry. He reports to the dean of instruction and consults directly with the president.

Purchasing department staff work under the direction of **Allan Tunis**, MCC vice chancellor of administrative services. The purchasing department receives and processes requisitions for purchase of equipment. All items requested must be approved by a college administrator in charge of the instructional unit that has ordered the equipment. Each item requested must be described with specifications clearly stated with three or more vendors identified if possible. All items with a purchase cost more than \$1,000 are submitted to three or more vendors as an invitation to bid. Bid awards are made to the vendor that provides the best value according to Board Policy.

Van Muschler and Police Academy Faculty Jim Holiman—Responsible for developing curriculum that includes courses that cover firearms and drivers training for certified peace officers. All courses must meet Missouri POST requirements for content, delivery method, delivery effectiveness and instructor qualification. The Academy director and faculty will identify and request the necessary equipment for instruction delivery, and prioritize their requests if resources are not immediately available to purchase all requested equipment. They will be responsible for coordinating usage of all public safety training facilities.

David McGarry, the internal auditor responsible for sponsored programs, assists with keeping track of expenditures for all MCC grants assigned. He makes financial reports, monitors spending and assists with budget management.

Barbara Davis, the administrative assistant for the Police Academy responsible for maintaining the equipment inventory, completes forms and assists with communication within the college and with outside agencies, vendors and individuals concerning Academy concerns.

Elizabeth Smith, will assist with development of lesson plans by providing staff support and clerical services for development of course materials.

ORGANIZATIONAL CAPABILITY

Blue River Community College (BRCC) is a comprehensive, public, two-year college. BRCC is accredited by North Central Association of Schools and Colleges, as part of the Junior College District of Metropolitan Kansas City, Missouri. The District is governed by a six-member Board of Trustees which is elected by the voters. Chancellor Wayne E. Giles, is authorized to execute the District's mission, and to oversee the president of BRCC, and the other three colleges of the District.

Administrative support of the District department of Financial Services provides standard accounting practices that are employed for the accounting of Federal funds. The office of Sponsored Programs is responsible for accounting of externally funded projects and programs. A single audit of Federal funds, more than \$5.2 million last year, is conducted annually by independent accounting firms.

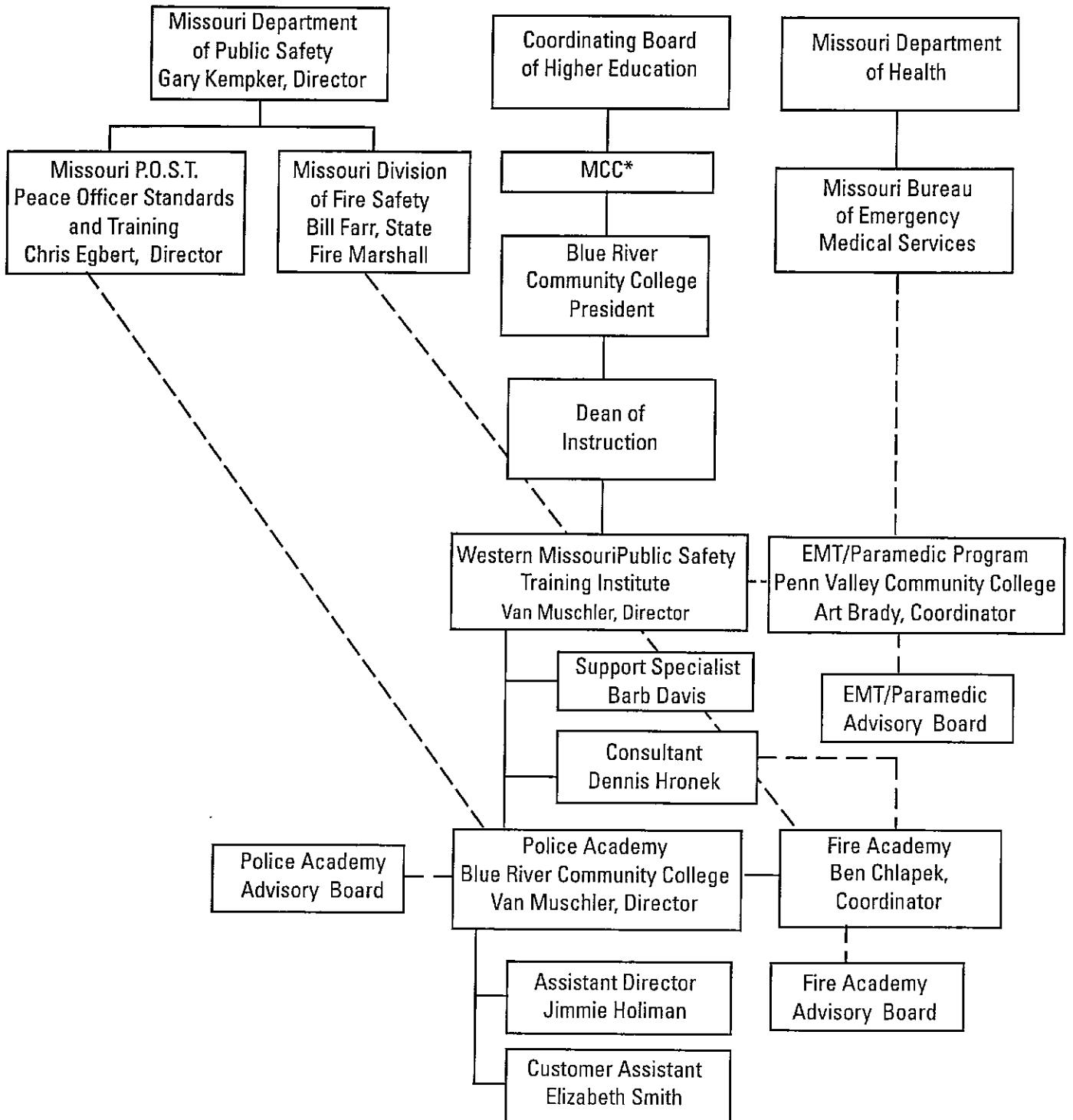
Additionally, MCC's office of Resource Development provides technical assistance to project managers of projects funded with Federal grants. Between the Resource Development, Sponsored Programs, and Program Coordinator of the WMPSTI, a check-and-balance system is activated to assure the best management possible for Federally funded projects. The District is currently administering grants from the National Science Foundation, U.S. Department of Education, the Missouri Coordinating Board for Higher Education, and the Missouri Department of Elementary and Secondary Education.

The organizational experience with programmatic and financial management of Federal and state grants is well established; management systems are in place for BRCC to accept and responsibly manage funds from the Bureau of Justice Assistance.

The Bureau of Justice Assistance support proposed for the WMPSTI has a critical role in the future of Blue River Community College. To ensure the project's success, institutional goals for the project management are as follows:

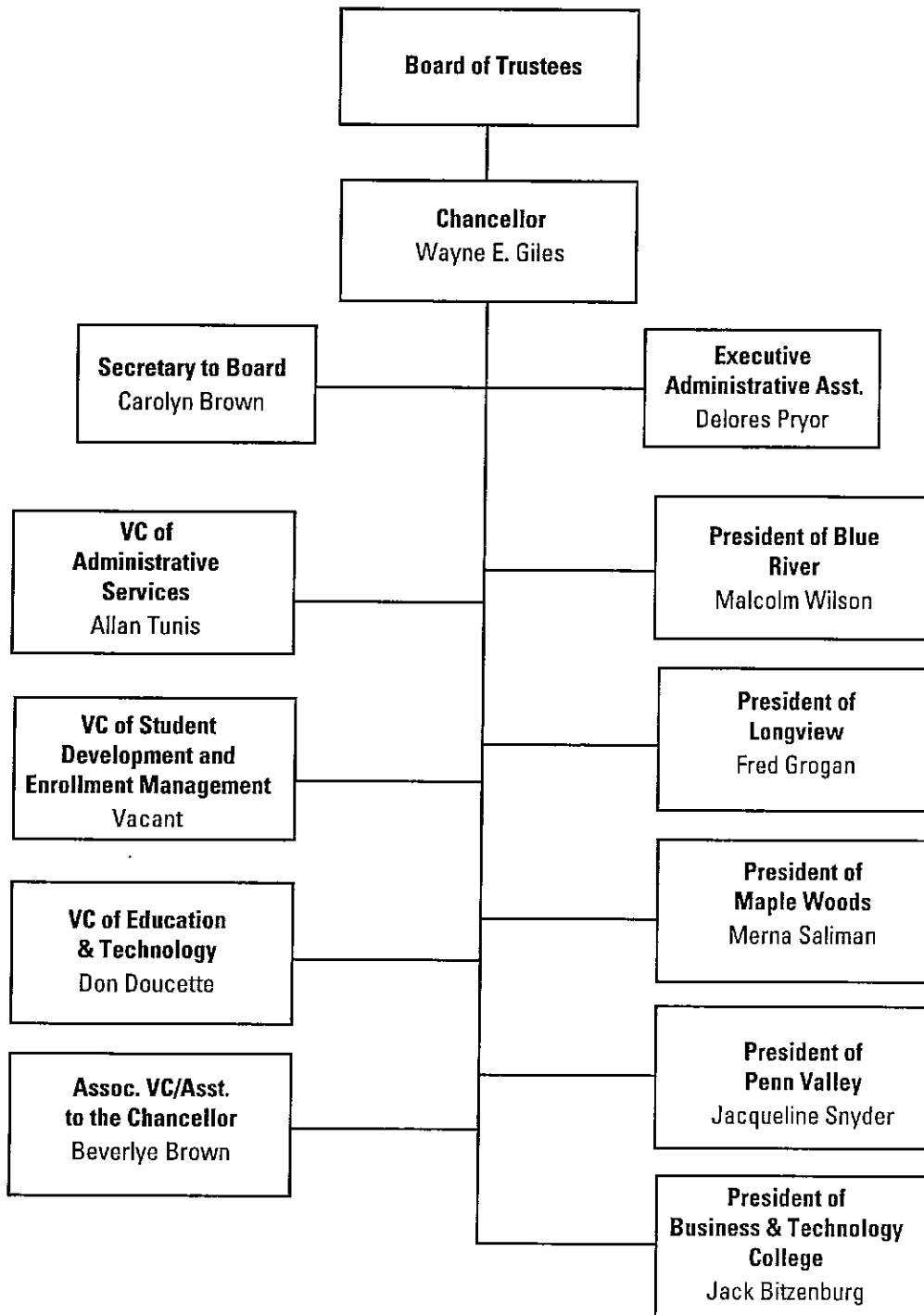
- The project will be well integrated within BRCC's regular administrative structure.
- The project coordinator, Dennis Hronek, will have authority and to administer the project, will work closely with the Police Academy Director, Van Muschler the College President and key faculty to complete the project.

Western Missouri Public Safety Training Institute Organizational Chart

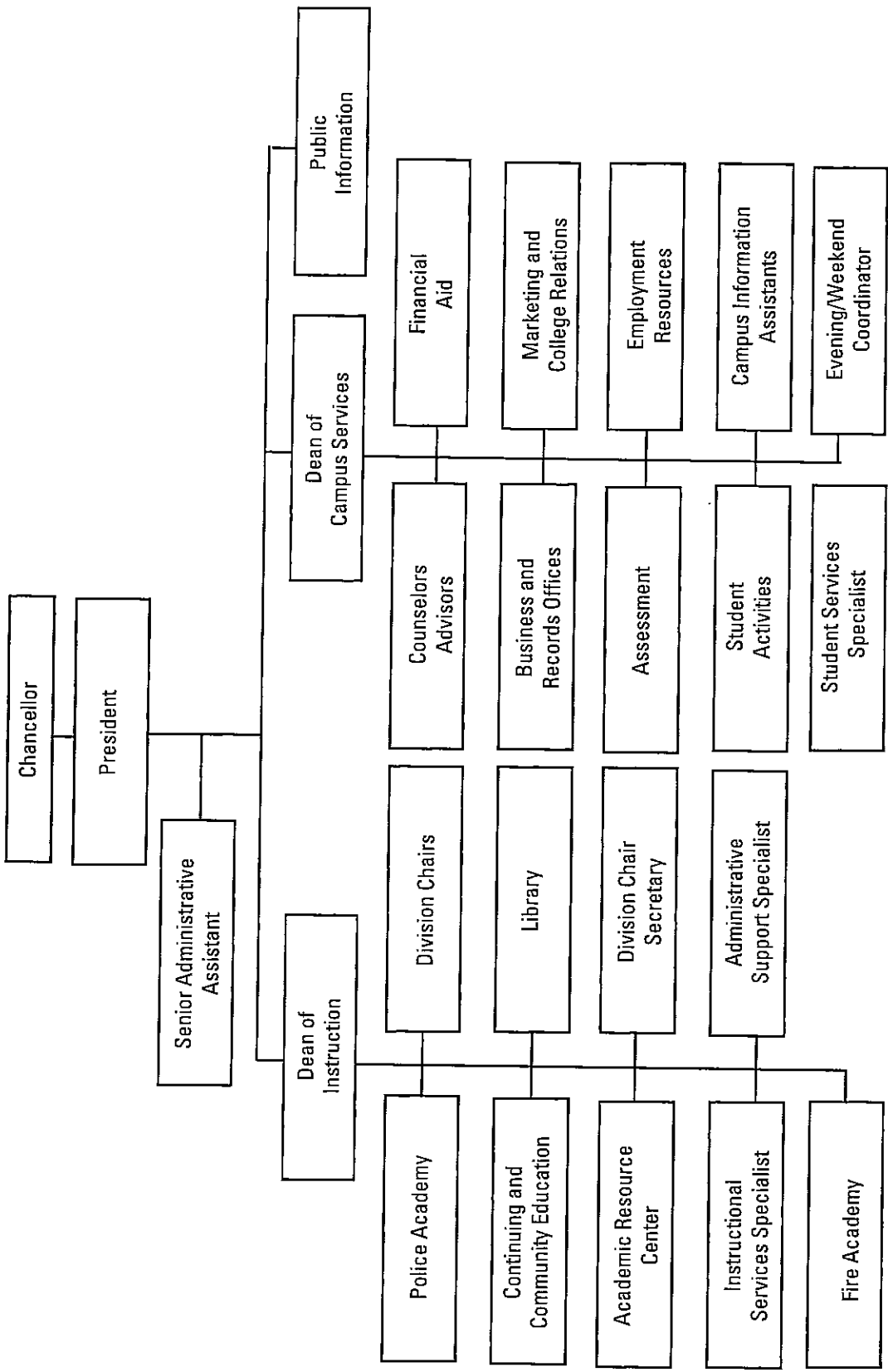


* See MCC Organizational Chart

MCC Organizational Structure
AUGUST 1, 2002



**Blue River Community College
Organizational Chart
September 2003**





DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Service
Division of Cost Allocation
Central States Field Office

1301 Young Street, Room 732
Dallas, Texas 75202
(214)-767-3261
FAX: (214)-767-3264

June 18, 2001

Mr. Robert W. Jensen
Director of Financial Services
Metropolitan Community Colleges
3200 Broadway
Kansas City, MO. 64111-2429

Dear Mr. Jensen:

The original and one copy of a facilities and administrative cost Rate Agreement are enclosed. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for facilities and administrative costs on grants and contracts with the Federal Government.

In addition, the following is agreed between the University and this office:

- * We have approved a change to the University's equipment capitalization policy from \$500 to \$2,500 starting 07/01/01.
- * Equipment and supplies cost must be claimed in accordance with capitalization threshold/useful life assumptions reflected in the organization's financial statements.
- * Expenditures for equipment exceeding \$2,499 must be claimed by use allowance or depreciation procedures, unless that equipment is specifically approved by the awarding agency (or permitted by expanded/supplemental authority granted by an awarding agency) as a direct cost.
- * Grant proposal and contract budget submissions must be consistent with equipment capitalization threshold stipulated on the Rate Agreement.
- * Unamortized amounts will be written-off to benefitting activities over a period of 3 years (07/01/01 - 06/30/04). No further use allowance or depreciation may be claimed on existing equipment valued between \$500 and \$2,499 on any future indirect cost proposal. The effect of unamortized amounts related to the above assets has already been reflected in the Rate Agreement dated June 18, 2001.
- * Raising equipment threshold does not alter accountability responsibilities (including acquisition and safeguarding of supplies).
- * Must follow property management standards for equipment covered by new capitalization policy.
- * Department will exercise its disposition rights for equipment with a fair market value of \$5,000 or more [45 CFR 74.34(g) and 92.32(e)].

Please have the original signed by an authorized representative of your

organization and return it to me, retaining the copy for your files. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

A facilities and administrative cost proposal, together with supporting information, is required each year to substantiate claims made for facilities and administrative costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on actual costs for the fiscal year ending June 30, 2004 is due in our office by December 31, 2004.

Thank you for your cooperation.

Sincerely,



Merle M. Schmidt
Director
Division of Cost Allocation
Central States Field Office

Enclosures
Acceptance:

ROBERT W. JENSEN
Name
Robert W. Jensen
Signature
DIRECTOR OF FINANCIAL SERVICES
Title
6/26/2001
Date

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN #: 1430813703A1

DATE: June 18, 2001

INSTITUTION:
Metropolitan Community Colleges
3200 Broadway
Kansas City

MO 64111-2429

FILING REF.: The preceding
Agreement was dated
April 13, 2000

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: FACILITIES AND ADMINISTRATIVE COST RATES*

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

| <u>TYPE</u> | <u>EFFECTIVE PERIOD</u> | | <u>RATE (%)</u> | <u>LOCATIONS</u> | <u>APPLICABLE TO</u> |
|-------------|-------------------------|---------------|--|------------------|----------------------|
| | <u>FROM</u> | <u>TO</u> | | | |
| PRED. | 07/01/01 | 06/30/04 | 53.0 | On Campus | All Programs |
| PROV. | 07/01/04 | UNTIL AMENDED | Use same rates and conditions as those cited for fiscal year ending June 30, 2004. | | |

*BASE:
Direct salaries and wages including all fringe benefits.

INSTITUTION:
Metropolitan Community Colleges

AGREEMENT DATE: June 18, 2001

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

Fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

Equipment Definition -

Through fiscal year ended 06/30/01, equipment means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$500 or more per unit. Effective 07/01/01, the acquisition cost of equipment, as defined above, is \$2,500 or more per unit.

FRINGE BENEFITS:

FICA
TIAA/CREF
Retirement
Disability Insurance
Worker's Compensation
Life Insurance
Unemployment Insurance
Health Insurance
Dental Insurance
Vision
Tuition Remission
Wellness Program

INSTITUTION:
Metropolitan Community Colleges

AGREEMENT DATE: June 18, 2001

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions:
(1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. A COUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21 Circular, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

Metropolitan Community Colleges

(INSTITUTION)

(SIGNATURE)

(NAME)

(TITLE)

(DATE)

BY THE COGNIZANT AGENCY

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

(SIGNATURE)

Merle M. Schmidt

(NAME)

DIRECTOR, DIVISION OF COST ALLOCATION-

(TITLE) CENTRAL STATES FIELD OFFICE

June 18, 2001

(DATE) 7295

HHS REPRESENTATIVE: My (Robert) N. Nguyen
Telephone: (214) 767-3267