



REQUEST FOR SIGNATURE FORM

| | | |
|---|--|------------------|
| Request for Signature | | |
| 1. Type of document | | |
| 2. Aspen PO, contract or document number | | |
| 3. Original contract number | | |
| 4. Contractor or grantor name | | |
| 5. Contractor Aspen ID # and CERT SVN and/or DUN # | | |
| 6. Requesting business unit | | |
| Additional business unit | | |
| 7. Authority (required - DO NOT leave blank) | Admin Code: | |
| | Resolution Number: | |
| 8. Program/project/service/grant name | | |
| 9. Brief description of goods, services or grant duties (will be used for the County Board monthly contract report) | | |
| 10. Original contract start date | | |
| 11. Original contract end date | | |
| 12. Amendment number and amendment start date | | |
| 13. Amendment end date | | |
| 14. Contract type | | |
| 15. Original contract amount | | |
| 16. Previous amendment(s) total | | |
| 17. Amendment amount | | |
| 18. New total contract value | | |
| 19. Funding string | Funding source | |
| | | |
| 20. Revenue agreement budgeted amount | | |
| 21. County contact and phone number | | |
| 22. Signatures | | |
| Department Preparer | Matt Hill | Date: |
| Department Director |  | Date: 11/17/2025 |
| Finance Analyst | Oscar Arzamendia | Date: 11/18/2025 |
| Attorney |  | Date: 11/18/2025 |



| | |
|---|--|
| Minnesota Department of Public Safety (“State”) Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139 | Grant Program: Violent Crime Enforcement Teams 2026 Grant Contract Agreement No.: A-VCET-2026-RAMSEYSD-022 |
| Grantee: Ramsey County, Sheriff's Office 425 Grove Street St Paul, Minnesota 55101 | Grant Contract Agreement Term: Effective Date: 01/01/2026 Expiration Date: 12/31/2027 |
| Grantee's Authorized Representative: Commander Rich Clark Ramsey County, Sheriff's Office 425 Grove Street St Paul, Minnesota 55101 (651) 248-2414 Rich.Clark@co.ramsey.mn.us | Grant Contract Agreement Amount: Original Agreement \$939,700.00 Matching Requirement \$0.00 |
| State's Authorized Representative: Kristin Lail, Grants Specialist Coordinator Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139 (651) 230-3358 Kristin.lail@state.mn.us | Federal Funding: CFDA/ALN: None FAIN: N/A State Funding: Minnesota Session Laws of 2025, Chapter 35, Article 2, Section 3, Subdivision 7. Special Conditions: Attached and incorporated into this grant contract agreement. See page 3. |

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. § 16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved Violent Crime Enforcement Teams 2026 Application ["Application"] which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 2300, St. Paul, Minnesota 55101-2139. The Grantee shall also comply with all requirements referenced in the Violent Crime Enforcement Teams 2026 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.



Grant Contract Agreement

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Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No. A-VCET-2026-RAMSEYSD-022 / 3-108617

Project No.(indicate N/A if not applicable): N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: Ling Becker

Print Name: _____

Title: _____

Date: _____

Signed: Bob Fletcher

Print Name: _____

Title: _____

Date: _____

Approved as to Form:

Signed: Monica Kahlert

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative



Special Conditions

1. Time limitations on funding use:

\$469,850.00 is available from January 1, 2026 through June 30, 2027.

\$469,850.00 is available from July 1, 2026 through December 31, 2027.

Violent Crime Enforcement Teams 2026

EXHIBIT A

Organization: Ramsey County Sheriff's Office

A-VCET-2026-RAMSEYSD-022

Budget Summary

| | | | | |
|--|--------------|--|--|--|
| Violent Crime Enforcement Teams: Ramsey County Violent Crime Enforcement Team | | | | |
| Budget Category | Award | | | |
| Personnel | | | | |
| Admin assistant salary, overtime and city reimbursement | \$516,000.00 | | | |
| Total | \$516,000.00 | | | |
| Fringe and Benefits | | | | |
| Fringe and Benefits for overtime and fixed salaries | \$59,000.00 | | | |
| Total | \$59,000.00 | | | |
| Office Expenses | | | | |
| Office products for normal business purposes | \$11,700.00 | | | |
| Total | \$11,700.00 | | | |
| Program Expenses | | | | |
| Phone ping, small equipment purchases and investigative expenses | \$81,000.00 | | | |
| Total | \$81,000.00 | | | |
| Other Expenses | | | | |
| Insurance | \$70,000.00 | | | |
| Office Lease | \$30,000.00 | | | |
| Total | \$100,000.00 | | | |
| Training | | | | |
| Training for investigators and staff | \$35,000.00 | | | |
| Total | \$35,000.00 | | | |
| Travel | | | | |
| Travel/Vehicle expense | \$52,000.00 | | | |
| Total | \$52,000.00 | | | |
| Confidential Funds | | | | |
| Purchase of drugs | \$85,000.00 | | | |
| Total | \$85,000.00 | | | |
| Total | \$939,700.00 | | | |