



## NORTH CAROLINA SHERIFFS' ASSOCIATION LAW ENFORCEMENT OFFICERS AND STATE OFFICIALS OF NORTH CAROLINA

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### MEMORANDUM

**TO:** Chairs of the Joint Legislative Oversight Committee on Justice and Public Safety, Chairs of the Senate Appropriations Committee on Justice and Public Safety, Chairs of the House Appropriations Committee on Justice and Public Safety; and Fiscal Research Division Staff

**FROM:** Eddie Caldwell  
Executive Vice President and General Counsel  
North Carolina Sheriffs' Association

**DATE:** October 1, 2022

**RE:** Internet Crimes Against Children Investigations Grants

The 2021 Appropriations Act (Session Law 2021-180, at p. 368) enacted on November 18, 2021, allocated \$3 million to the North Carolina Sheriffs' Association (Association) to administer and distribute grants to sheriffs' offices and other local law enforcement agencies to investigate reports of internet crimes against children (ICAC).

This report is being provided pursuant to Budget Technical Corrections (Session Law 2021-189, at p. 21) enacted on December 6, 2021, which requires the Association to report by October 1, 2022 on grant funds distributed.

### Process

On December 20, 2021, Association staff met with Kevin Roughton, Special Agent in Charge (SAC) and Commander, NC ICAC Task Force, NC State Bureau of Investigation (SBI) to better understand the NC ICAC Task Force and how the NC ICAC Task Force could be enhanced by distribution of these grant funds across the state.

The Association also planned an information gathering meeting to further generate information and ideas to make this grant as useful as possible to offices and agencies across the state. With assistance from SAC Roughton, the Association identified sheriffs' offices and local law enforcement agencies across the state to invite to the meeting.

### IN MEMORIAM

SHERIFF JAMES E. CLEMMONS, JR.  
Richmond County  
Executive Committee Member  
2015-2021

DR. HUBERT A. PETERKIN  
Sheriff - Hoke County  
Executive Committee Member  
2012-2021



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The North Carolina Sheriffs' Association is a Non-Profit, tax exempt organization recognized by the I.R.S.

Those sheriffs' offices and local law enforcement agencies sent personnel with knowledge of ICAC investigations to an information gathering meeting in Burlington. Attendees came prepared to discuss the needs of their office or agency and assisted the Association in generating criteria for this grant.

Association staff compiled and analyzed the information received at the meeting and utilized that information to develop the guidelines for these grant funds. The Association also consulted with the North Carolina Association of Chiefs of Police (NCACP) on the guidelines before finalizing details of the grant. Based on information received at this meeting and input received from NCACP, it was clear that there were two consistent needs that often arise related to investigation of ICAC cases:

1. training of personnel; and
2. various types of equipment, data access and maintenance.

With those two identified needs in mind, the Association developed the attached Information Sheet, Grant Guidelines and Instructions and Grant Application (Attachment A).

### **Announcement of Grant, Statement of Need and Guidelines**

On February 21, 2022, the Association sent an email to all sheriffs' offices and all local law enforcement agencies announcing the grant, outlining grant deadlines and containing details related to requirements of the grant. The same day, the Association posted this information on the Association website at: <https://ncsheriffs.org/publicationslinks>. The Association also created a dedicated email address for submission of grant applications.

The guidelines and procedures developed by the Association included the statutory requirements of Session Law 2021-180 that:

1. the maximum grant amount shall not exceed \$75,000 per recipient per fiscal year; and
2. recipient agencies shall be required to enter into a memorandum of agreement with the SBI governing the investigation of internet crimes against children.

### **Status of Applications, Awards, and Distribution of Funds**

In total, the Association received 120 applications requesting a total of \$6,8890,349.67. 69 applications were from sheriffs' offices and 51 were from police departments.

Using the criteria announced in the grant and after consultation with Kevin Roughton, NC SBI, Association staff determined the types of equipment and training requested that was specifically related to ICAC cases. With those items in mind, staff then reviewed and analyzed the grant requests to determine if they aligned with the grant guidelines. After a thorough review:

Items requested by grantees which were approved include but are not limited to:

- Large capacity storage devices;
- Computers and servers;
- Secure storage for electronic devices;
- Data extraction devices, software and training for the same;
- Firewall software; and
- Tracking devices.

Items requested by grantees which were not approved include but are not limited to:

- Vehicles;
- Drones;
- Multiple laptop computers for MDT use;
- Cameras;
- Cell phones;
- Tactical gear;
- Camcorders; and
- iPads.

Based on that analysis and review, Association staff prepared a blind list of recommended recipients (i.e., a list without office or agency names included) for review and approval by the Association's Executive Committee. On April 22, 2022, the Executive Committee approved the blind list, which included 35 sheriffs' offices and 26 police departments. The list of recipients is attached to this report (Attachment B). The total amount requested by these 61 offices and agencies was \$2,968,723.30.

On May 9, 2022, eligible grant recipients were notified of their selection. The email asked recipients to complete two attachments: an Acknowledgement Form (Attachment C) to be returned by May 23, 2022, and an ICAC Grant Package (Attachment D) to be returned by July 1, 2022. Recipients were also notified that failure to return either of these forms by the deadline would cause the grant to be irrevocably cancelled.

One sheriff's office and one police department chose not to sign the Acknowledgement Form and declined the grant funds after determining the items they intended to purchase with grant funds required multi-year financial commitments which they had not considered when making application. All other recipient agencies returned both their Acknowledgement Forms and ICAC Grant Packages by the assigned deadlines.

Recipients were notified that all grant funds must be spent and satisfactory documentation of use of those funds provided to the Association by December 1, 2022 in order to receive reimbursement for expenditures. Recipient agencies were notified that any reimbursement requests not received by the deadline will not be paid.

As requests for reimbursement are received, the Association is evaluating the documentation provided and beginning the process of reimbursement. As of the date of this report, the Association has received 7 requests for reimbursement which are under evaluation. Payment will be made to grant recipients within 45 days of submission of satisfactory documentation and

completion of all documentation required by the Association to disburse funds. Thus far, no disbursement of funds has occurred.

After all the documentation is received and grant funds awarded, the Association intends to re-evaluate whether any grant funds not spent can be utilized to fund any additional grant requests prior to the end of fiscal year 2022-2023.

### **Additional Information**

If you have any questions, please do not hesitate to contact me at (919) 810-6333 or [ecaldwell@ncsheriffs.net](mailto:ecaldwell@ncsheriffs.net).

EWC:mhe  
Attachments



## Internet Crimes Against Children Grant

### Information Sheet

The North Carolina Sheriffs' Association (NCSA) is the statewide non-profit organization of our State's 100 sheriffs. Through their Association, the sheriffs work to strengthen the professional law enforcement services their offices provide to the people of North Carolina.

#### **Overview**

In November 2021, the North Carolina General Assembly passed the 2021 Appropriations Act (S.L. 2021-180) and it was signed by the Governor. The Act appropriated \$3 million to the North Carolina Sheriffs' Association to be used for grants to sheriffs' offices and other local law enforcement agencies to investigate reports of internet crimes against children (ICAC).

By providing these grant funds, the General Assembly intended to strongly encourage sheriffs and other local law enforcement agency heads to enter into a memorandum of agreement with the North Carolina State Bureau of Investigation (SBI) and to consult with the SBI Computer Crimes Unit and the North Carolina Internet Crimes Against Children Task Force.

#### **Application Timeline**

|                                 |   |
|---------------------------------|---|
| No later than February 21, 2022 | Grant announced and applications made available to sheriff's offices and local law enforcement agencies on NCSA website and via email |
| April 1, 2022                   | Applications due to NCSA by Noon  |
| April 1-22, 2022                | Application review period   |
| No later than May 9, 2022       | Recipients announced and confirmation letter sent to recipients   |
| May - June 2022                 | Grant contract sent to recipients and funds distributed   |

#### **Important Note**

Only applications that specifically address the objectives outlined in the "Statement of Need" below will be considered.

## **Statement of Need**

The Association is charged with developing guidelines and procedures for administration and distribution of these grant funds. On January 20, 2022, Association staff met with ICAC investigation subject matter experts from sheriff's offices and local law enforcement agencies from across the state, as well as SBI agents. The purpose of this meeting was to assist Association staff in developing these grant guidelines and procedures. At this meeting these subject matter experts gave detailed information about (1) the needs for agencies who already have investigators working these cases and (2) what an agency new to these investigations would require to get started.

After analyzing the information received at this meeting, the Association identified the following needs for ICAC investigations at the local level:

### 1. Equipment, data access and maintenance –

Information received from subject matter experts outlined a need for various types of equipment. Equipment needed to investigate internet crimes against children is vast and could include a variety of products.

Within the monetary guidelines, this grant will provide funding for the following types of equipment, but is not limited to this list if the request falls within this allowed category:

- Hardware such as:
  - computers;
  - data storage equipment (i.e. servers, NAS systems, etc.); and
  - appropriate wiring for computer access.
- Software such as:
  - internet access;
  - vehicle system information recovery (i.e. BERLA, etc.); and
  - forensic investigative tools (i.e. Cellebrite, GrayKey, Camtasia, FTK, Axiom, ClearView, Callyo, etc.).
- Other:
  - mobile surveillance equipment;
  - mobile forensic equipment;
  - charging stations;
  - Faraday bags/cages; and
  - costs associated with licenses for or licensing of any equipment or software related to ICAC investigations
  - mental or physical wellness courses or access to mental and physical health resources for ICAC investigators

### 2. Training –

ICAC investigations are specialized and require additional training for investigators. Some of this training is free and, in some instances, associated costs of travel are also included in training.

However, there are many training classes associated with investigating these types of cases which are not free. In fact, the purchase of some hardware and software includes additional training costs associated with the purchase of the product itself and can vary based on the number of licenses purchased.

Within the monetary guidelines, this grant will provide funding for the following types of training and associated expenses, but is not limited to this list if the request falls within this allowed category:

- Training
  - Related to ICAC investigations generally; or
  - Required by the purchase of hardware or software or licenses for software for ICAC investigations
- Travel
  - Costs associated with travel for any of the training outlined above

NOTE: Travel costs including meals, lodging and mileage must follow the policies set forth in the State of North Carolina Budget Manual which may be obtained at <https://www.osbm.nc.gov/budget/budget-manual>.

## Guidelines and Instructions for Applicants

### **Grant Requirements**

The General Assembly mandated two requirements for this grant:

1. the maximum amount of grant funds to be distributed per agency per fiscal year (July 1-June 30) is \$75,000; and
2. any agency receiving funds must enter into a memorandum of agreement with the SBI related to the governance of internet crimes against children investigations.

**Eligible Entities:** Any sheriff's office or local law enforcement agency in North Carolina.

**Review:** Complete applications meeting these guidelines will be submitted for grant review by the Executive Committee of the North Carolina Sheriffs' Association, which is the entity that will make the final decision on awarding grant funds.

**Contract:** A grant contract will be required between the recipient(s) and the North Carolina Sheriffs' Association.

**Award Minimum and Maximum:** The award maximum is \$75,000 per fiscal year. Therefore, an agency could receive up to \$75,000 in fiscal year 2021-2022 and an additional \$75,000 in 2022-2023. There is no award minimum.

### **Additional Materials**

- Any agency that wishes to support its application with additional materials may do so. Agencies may send documentation such as estimation of cost, training summaries, proposed invoices, training registrations, etc.
- Please **DO NOT** send letters of support. They will not be reviewed and will not be considered in choosing grant recipients.

**Reporting Requirements:** Agencies will be required to track, report on and document information (detailed below) after receiving these grant funds. Agencies will be required to submit one report to the North Carolina Sheriffs' Association by August 15, 2023 which must contain the following information and data from each year grant funds were received by the agency:

1. Grant funds received and used
2. For what purpose the grant funds were used
3. As it relates to ICAC cases investigated:
  - Number of documented complaints
  - Case information including
    - number of investigations,
    - arrests,
    - cybertips received,
    - case dispositions, and
    - case referrals



- Measurements
  - how many cases were submitted and accepted for federal prosecution;
  - how many search warrants, subpoenas and court orders were issued;
  - how many hard drives, cell phones, DVDs/CDs, thumb drives, and SD cards were examined; and
  - how many gigabytes were examined.

### **Matching Funds**

No matching funds are required by this grant. However, agencies are strongly encouraged to discuss the possibility of matching funds with their local funding source as they consider what amount of funding to request.

### **Application Priority and Fund Distribution**

1. It is possible that the number of qualified applicants who apply for and receive grant funds in fiscal year 2021-2022 could deplete all \$3 million dollars in grant funds in the first year of the grant. In that case, no grant funds will be available in fiscal year 2022-2023.
2. In case grant requests from qualified applicants in a fiscal year exceed the total amount of the funds, priority consideration will be given to grant applicants:
  - Who did not have a signed memorandum of agreement with the SBI to investigate ICAC cases prior to November 18, 2021;
  - Who will use the grant funds to form a multi-jurisdictional agreement to maximize the impact of the grant funds across the state. For example, an agency requesting funds to purchase equipment may find it useful to speak with a neighboring agency applying for grant funds and determine if the neighboring agency is willing to purchase a different piece of equipment with an agreement to share both pieces of equipment between agencies.

### **Application Contents**

Application (Form Attached)

- Part I - Agency Information – This is basic information which should include the name, title, telephone number and email address for the agency head and an additional contact other than the agency head.
- Part II - Detailed Information on Request – This should contain a brief description of how your agency plans to use the funds requested and how the request matches priorities included in the Statement of Need listed above.
- Part III - Budget – Please list the total amount of grant funds your agency is requesting for each of the categories.
- Part IV - Budget Detail – In each category that applies, please list
  - the types of equipment, including brand name, vendor, model number, etc., as well as the Total Cost of each piece of equipment for which your agency is requesting funds and the Total Equipment Cost; and
  - the training classes including name, vendor/provider, date, itemization of cost, etc., as well as Total Cost and the Total Training Cost for which your agency is requesting funds.
- Part V - Certification – This must be signed by the sheriff or law enforcement agency head.

**Applications and any accompanying documentation MUST be submitted via email. Failure to adhere to this requirement will result in delayed processing or refusal of the application.**

**Applications must be delivered via email by April 1, 2022 at 12:00 PM to:**

[icacgrant@ncsheriffs.net](mailto:icacgrant@ncsheriffs.net)

Once your application is delivered to the above email address, you will receive an email acknowledging receipt. This acknowledgment is not confirmation that your application is complete, that all documents have been received or that your request for grant funds has been approved. This email is only confirmation that your email has been received at the above address.

If you do not receive an email acknowledging receipt or if you would like further confirmation of receipt of your application by the North Carolina Sheriffs' Association, you may contact Susan Combs, Administrative Assistant – Criminal Justice Programs, by telephone at (919) 459-8197 or via email at [scombs@ncsheriffs.net](mailto:scombs@ncsheriffs.net).



## Application

### Internet Crimes Against Children Grant to Sheriffs' Offices and Local Law Enforcement Agencies

| Part I: Agency Information  |  |
|---|--|
| Agency Name:  |  |
| Agency Physical Address:  |  |
| Agency Mailing Address:   |  |
| Sheriff or Agency Head: (Name, title, telephone, and email)                     |  |
| Additional Contact Person for this project: (Name, title, telephone, and email) |  |
| Agency Main Telephone:  |  |
| Part II: Detailed Information on Request  |  |
| Summarize what your agency will do with the funds requested:                    |  |

|   |
|---|
| <b>Part II: Detailed Information on Request (continued)</b> |
|   |

|                         |    |
|-------------------------|----|
| <b>Part III: Budget</b> |    |
| Equipment Cost          | \$ |
| Training Cost           | \$ |
| <b>Total:</b>           | \$ |

|  |      |
|--|------|
| <b>Part IV: Budget Detail</b>                      |      |
| Equipment (Brand Name, Vendor, Model Number, etc.) | Cost |
| 1.   | \$   |
| 2.   | \$   |
| 3.   | \$   |
| 4.   | \$   |
| 5.   | \$   |
| 6.   | \$   |
| 7.   | \$   |
| 8.   | \$   |
| 9.   | \$   |
| 10.  | \$   |
| <b>Total Equipment Cost:</b>                       | \$   |

| Part IV: Budget Detail (continued)                                |      |
|---|------|
| Training (Name, Vendor/Provider, Date, Itemization of Cost, etc.) | Cost |
| 1.  | \$   |
| 2.  | \$   |
| 3.  | \$   |
| 4.  | \$   |
| 5.  | \$   |
| 6.  |      |
| 7.  |      |
| 8.  |      |
| 9.  |      |
| 10.   |      |
| Total Training Cost:  | \$   |

| Part V: Certification   |   |
|---|---|
| <p>I, _____, certify I am the sheriff or agency head of the requesting agency and to the best of my knowledge, the information provided in this application is true and accurate. I understand and agree to provide additional documentation in support of the information provided if requested.</p> <p>By signing and submitting this Certification, I confirm:</p> <ol style="list-style-type: none"> <li>1. my agency's understanding of the Guidelines and Instructions for Applicants, including the reporting requirements associated with receipt of grant funds; and</li> <li>2. that rules and conditions for disbursement of these grant funds will be provided to me at a later date for review.</li> </ol> |   |
| <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Sheriff or Law Enforcement Agency Head  | <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Date  |
| <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Print Name  | <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Title |

**ICAC LIST OF RECIPIENTS**

1. Alamance County Sheriff's Office
2. Ashe County Sheriff's Office
3. Avery County Sheriff's Office
4. Beaufort County Sheriff's Office
5. Blowing Rock Police Department
6. Boone Police Department
7. Brunswick County Sheriff's Office
8. Carolina Beach Police Department
9. Catawba County Sheriff's Office
10. Cherokee County Sheriff's Office
11. Cleveland County Sheriff's Office
12. Cramerton Police Department
13. Craven County Sheriff's Office
14. Dare County Sheriff's Office
15. Davidson County Sheriff's Office
16. Davie County Sheriff's Office
17. Edgecombe County Sheriff's Office
18. Gaston County Police Department
19. Graham County Sheriff's Office
20. Haw River Police Department
21. Haywood County Sheriff's Office
22. Hoke County Sheriff's Office
23. Huntersville Police Department
24. Hyde County Sheriff's Office
25. Iredell County Sheriff's Office
26. Kannapolis Police Department
27. King Police Department
28. Lee County Sheriff's Office
29. Lexington Police Department
30. Liberty Police Department
31. Macon County Sheriff's Office
32. Martin County Sheriff's Office
33. Mitchell County Sheriff's Office
34. Nashville Police Department
35. New Bern Police Department
36. Onslow County Sheriff's Office
37. Orange County Sheriff's Office
38. Pasquotank County Sheriff's Office
39. Perquimans County Sheriff's Office
40. Randolph County Sheriff's Office
41. Reidsville Police Department
42. Rockingham County Sheriff's Office
43. Rockingham Police Department
44. Sampson County Sheriff's Office
45. Sanford Police Department
46. Siler City Police Department
47. Surf City Police Department
48. Swain County Sheriff's Office
49. Wadesboro Police Department
50. Wake Forest Police Department
51. Washington County Sheriff's Office
52. Watauga County Sheriff's Office
53. Wilmington Police Department
54. Wilson County Sheriff's Office
55. Wilson's Mills Police Department
56. Winterville Police Department
57. Woodfin Police Department
58. Woodland Police Department
59. Yadkin County Sheriff's Office



### Internet Crimes Against Children (ICAC) Grant Acknowledgement Form

This form is due with your response and signature of the sheriff or agency head no later than 5:00 pm, May 23, 2022. If not received and signed by the sheriff or agency head by this deadline, your award of grant funds will be irrevocably cancelled.

**Note:** The following page is your original application denoting equipment and training funds that are approved. **Red lined** equipment and training funds are denied.

Submitting Agency:

Amount Approved: Amount Approved

Please check the appropriate box below:

☐ Yes, our office or law enforcement agency accepts the funds that have been approved and are listed on the included application and we will participate and accept the terms and conditions of the ICAC Grant.

☐ No, our office or law enforcement agency declines and will not participate.

**Please sign and date below and return this form to [icacgrant@ncsheriffs.net](mailto:icacgrant@ncsheriffs.net) no later than 5:00 pm, May 23, 2022. If not signed by the sheriff or agency head and received by NCSA by this deadline, your award of grant funds will be irrevocably cancelled.**

### Contact

\_\_\_\_\_  
Signature of sheriff or law enforcement agency head

\_\_\_\_\_  
Date



## Internet Crimes Against Children Grant Contract

This Internet Crimes Against Children Grant Contract ("Contract") is entered into between \_\_\_\_\_ ("Grantee") and the North Carolina Sheriffs' Association ("NCSA"). The Contract will be effective the date it is signed by the sheriff or law enforcement agency head.

NCSA is authorized pursuant to Session Law 2021-180 to administer grant funds appropriated for the purpose of assisting sheriffs' offices and local law enforcement agencies to investigate reports of internet crimes against children.

The Grantee applied for and has been selected to receive grant funds for the above stated purpose, subject to the terms and conditions set forth below.

1. Grant Award: NCSA hereby allocates \_\_\_\_\_ to Grantee.
2. Use of Grant Funds: The grant funds shall be used by Grantee for the purposes set out in your grant application, a copy of which is attached hereto, as modified (if modified) by NCSA. Items stricken in **RED** have been denied. By accepting these grant funds, you are agreeing not to use these grant funds to purchase any of the items on your attached application which are stricken in **RED**.
3. Payment of Grant Funds: This is a reimbursement grant. Therefore, the Grantee is entitled to the grant funds once Grantee has shown satisfactory proof of payment for and receipt of the equipment or training. To receive reimbursement:
  - a. The Grantee must submit a request for reimbursement from NCSA to receive grant funds. **NCSA will only accept one request for reimbursement from the Grantee. Multiple requests for reimbursement will not be considered.** Grantee's request for reimbursement shall only be submitted to NCSA once:
    - the purchase of **all** equipment or training as allowed in your application (i.e., items which have not been stricken in **RED**) has been made,
    - the equipment or training has been received,
    - agency funds have been expended by Grantee, **and**



- Grantee has satisfactory documentation to support the purchases.
- b. The request for reimbursement must be supported by documentation satisfactory to NCSA, which shows the amount of the grant funds expended by Grantee.
  - Satisfactory documentation for equipment requires at a minimum proof of purchase and proof of payment.
  - Satisfactory documentation for training requires at a minimum proof of purchase, attendance, and payment, and receipts for travel related expenses.

NCSA will reimburse usual, customary and reasonable travel costs related to transportation, hotel and meal expenses when satisfactory documentation is provided related to travel costs.

Satisfactory documentation must be submitted to NCSA no later than December 1, 2022, for any expenditures to be reimbursed under this Contract.

Once NCSA reviews the documentation provided and is satisfied the grant funds were used in accordance with the approved purposes set out by Grantee in the "Information Sheet" and Grantee's Application, **NCSA shall pay Grantee in one lump-sum payment** the amount of the grant funds for which Grantee provided a request for reimbursement and satisfactory documentation.

- c. The Grantee must provide NCSA with a W-9, Taxpayer Identification Form, a valid bank routing and bank account number, and any other documentation required to complete an ACH transfer of funds from NCSA to the Grantee.
- d. Once the request for reimbursement is received, NCSA will prepare a completed form for the North Carolina Department of Public Safety (DPS) detailing the purchased equipment and the training purchased and received by Grantee. The sheriff or agency head of the Grantee must sign this form and return it to NCSA before any grant funds will be disbursed.

NCSA shall have 45 days to pay Grantee from receipt of satisfactory documentation of expenditure of the grant funds (as detailed above) and a completed DPS form.

4. Memorandum of Agreement: Grantee must provide a completed copy, signed by the Director of the North Carolina State Bureau of Investigation (SBI) to NCSA of Grantee's "Mutual Assistance Agreement and Memorandum of Understanding of the North Carolina Internet Crimes Against Children (ICAC) Task Force" with the SBI prior to receiving the grant funds.
5. Tracking and Reporting Requirements:  
Grantee is required to track data on ICAC investigations and the use of the grant funds and must submit a report to NCSA by August 15, 2023, containing the following information for fiscal year 2022-2023:

- a. Grant funds received and used.
  - b. For what purpose the grant funds were used.
  - c. A certification that the grant funds received were used for the purposes for which they were awarded.
  - d. For ICAC cases investigated:
    - i. Number of documented complaints
    - ii. Case information including:
      - 1. number of investigations;
      - 2. arrests;
      - 3. cybertips received;
      - 4. case dispositions; and
      - 5. case referrals.
    - iii. Measurements
      - 1. how many cases were submitted (whether or not accepted) for federal prosecution and how many cases were charged for state prosecution;
      - 2. how many search warrants, subpoenas and court orders were issued;
      - 3. how many hard drives, cell phones, DVDs/CDs, thumb drives, and SD cards were examined; and
      - 4. how many gigabytes were examined.
6. Additional Documentation or Review of Documentation: Grantee shall promptly provide such additional information, reports, and documents as NCSA may request and shall allow NCSA reasonable access to records, files and personnel that are associated with this grant during business hours for purposes of making such financial reviews or verifications as may be deemed necessary by NCSA.
7. Rights Reserved: NCSA reserves the right to discontinue, modify, or withhold any payments to be made under this grant contract or to require a total or partial refund of any grant funds, if in NCSA's sole discretion such action is necessary because:
- i. Grantee has not fully complied with the terms and conditions of this grant contract;
  - ii. Grantee is not using the grant funds in accordance with the purpose of the grant as stated above in this Contract; or
  - iii. To comply with any law applicable to the Grantee, NCSA, or this grant.

By signing below and submitting this Grant Contract, I confirm that:

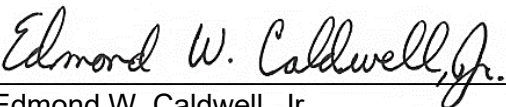
1. I have read, understand and agree to be bound by the terms, conditions, and requirements in this contract as well as the following documents that were previously provided to me:
  - i. Internet Crimes Against Children Grant – Information Sheet; and
  - ii. Internet Crimes Against Children – Guidelines and Instructions.
2. All information provided in the Grant Application is truthful and accurate and it is the intent of the Grantee to utilize the funds in accordance with the purpose of this grant.

\_\_\_\_\_  
Sheriff or Law Enforcement Agency Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

  
\_\_\_\_\_  
Edmond W. Caldwell, Jr.  
Executive Vice President and General Counsel  
North Carolina Sheriffs' Association

\_\_\_\_\_  
May 9, 2022

\_\_\_\_\_  
Date



## North Carolina Sheriffs' Association ICAC Grant Request for Reimbursement

The equipment or training listed below were approved in my agency Internet Crimes Against Children Grant to Sheriffs' Offices and Local Law Enforcement Agencies Application. The approved equipment or training has been purchased and received by my agency. Documentation of purchase and receipt of each item listed below is attached to this form.

| Equipment and Training | Documented<br>Expenditure<br>Amount | Date of<br>Expenditure |
|------------------------|-------------------------------------|------------------------|
|                        |                                     |                        |
|                        |                                     |                        |
|                        |                                     |                        |
|                        |                                     |                        |
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|                        |                                     |                        |
|                        |                                     |                        |
|                        |                                     |                        |
|                        |                                     |                        |

By my signature below, I certify the information I provided on and in connection with this form is true and correct to the best of my knowledge.

\_\_\_\_\_  
Agency Name

\_\_\_\_\_  
Sheriff or Law Enforcement Agency Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

# Request for Taxpayer Identification Number and Certification

Attachment D

**Give Form to the  
requester. Do not  
send to the IRS.**

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

|  |   |   |
|--|---|---|
| Print or type.<br>See Specific Instructions on page 3. | 1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.   |   |
|  | 2 Business name/disregarded entity name, if different from above  |   |
|  | 3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.<br><br><input type="checkbox"/> Individual/sole proprietor or single-member LLC<br><br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____<br><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.<br><br><input type="checkbox"/> Other (see instructions) ► _____ | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br><br>Exempt payee code (if any) _____<br><br>Exemption from FATCA reporting code (if any) _____<br><br><i>(Applies to accounts maintained outside the U.S.)</i> |
|  | 5 Address (number, street, and apt. or suite no.) See instructions.   | Requester's name and address (optional)   |
|  | 6 City, state, and ZIP code   |   |
|  | 7 List account number(s) here (optional)  |   |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |  |  |  |   |  |  |  |   |  |
|--------------------------------|--|--|--|---|--|--|--|---|--|
| Social security number         |  |  |  |   |  |  |  |   |  |
|                                |  |  |  | - |  |  |  | - |  |
| or                             |  |  |  |   |  |  |  |   |  |
| Employer identification number |  |  |  |   |  |  |  |   |  |
|                                |  |  |  | - |  |  |  |   |  |

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|           |                            |        |
|-----------|----------------------------|--------|
| Sign Here | Signature of U.S. person ► | Date ► |
|-----------|----------------------------|--------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



## ACH DIRECT DEPOSIT AUTHORIZATION AGREEMENT

I hereby authorize North Carolina Sheriffs' Association to initiate credit entries or such adjusting entries, either debit or credit which are necessary for corrections, to the Checking\_\_\_\_\_ Savings\_\_\_\_\_ account indicated below, and the financial institution named below to credit (or debit) the same to such account.

FINANCIAL INSTITUTION NAME CITY STATE

TRANSIT/ROUTING NUMBER ACCOUNT NUMBER

This authority is to remain in full force and effect until the North Carolina Sheriffs' Association has received written notification from me of its termination in such time and in such manner as to afford the North Carolina Sheriffs' Association a reasonable opportunity to act on it.

NAME

TAX ID NUMBER

AUTHORIZED SIGNATURE DATE



ROY COOPER  
GOVERNOR

NORTH CAROLINA  
**STATE BUREAU OF INVESTIGATION**

3320 Garner Road  
P.O. BOX 29500  
Raleigh, NC 27626-0500  
(919) 662-4500  
FAX: (919) 662-4523



ROBERT SCHURMEIER  
DIRECTOR

To Potential New ICAC Affiliates:

We are excited about your interest in the Internet Crimes Against Children (ICAC) Task Force and your commitment to protect children in your jurisdiction. We appreciate the local law enforcement grant funding that was provided through the legislature and are extremely grateful to the NC Sheriffs' Association for administering this grant process. Pursuant to the requirements set by statute, a memorandum of agreement must be established between the NC State Bureau of Investigation and grant award recipient agencies. **It is extremely urgent that you contact us as quickly as possible to start this process, since funding will not be provided until the MOU is fully signed by all parties and in effect.** Please use the below contact information to discuss the process and begin to establish this relationship. We look forward to working ICAC investigations with your agency, as we work together to further protect children in your area and aggressively pursue those who want to do them harm.

**Please Contact:**

Kevin Roughton  
P.O. Box 29500  
Raleigh, NC 27626  
(919) 441-7837  
[KRoughton@ncsbi.gov](mailto:KRoughton@ncsbi.gov)

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Roughton".

Kevin Roughton  
Special Agent in Charge, NC SBI  
Task Force Commander, NC ICAC