

INTRODUCED: December 12, 2022

AN ORDINANCE No. 2022-351

To authorize the Chief Administrative Officer to accept funds in the amount of \$48,554.00 from the Virginia Department of Fire Programs, and to amend Ord. No. 2022-056, adopted May 9, 2022, which adopted the Fiscal Year 2022-2023 Special Fund Budget by appropriating the increase to the Fiscal Year 2022-2023 Special Fund Budget, and increasing estimated revenues and the amount appropriated to the Department of Fire and Emergency Services' State Fire Programs Special Fund by \$48,554.00 for the purpose of funding emergency services activities.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: JAN 9 2023 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer is authorized to accept funds in the amount of \$48,554.00 from the Virginia Department of Fire Programs for the purpose of funding emergency services activities.

§ 2. That Ordinance No. 2022-056, adopted May 9, 2022, which adopted a Special Fund Budget for the fiscal year commencing July 1, 2022, and ending June 30, 2023, and made appropriations pursuant thereto, be and is hereby amended by increasing estimated revenues by

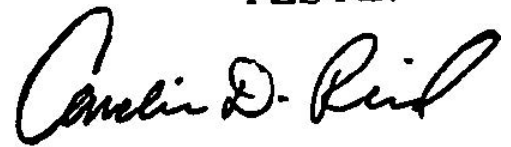
AYES: 8 NOES: 0 ABSTAIN: _____

ADOPTED: JAN 9 2023 REJECTED: _____ STRICKEN: _____

\$48,554.00, increasing the amount appropriated for expenditures by \$48,554.00, and allotting to the Department of Fire and Emergency Services' State Fire Programs Special Fund the sum of \$48,554.00 for the purpose of funding emergency services activities.

§ 3. This ordinance shall be in force and effect upon adoption.

**A TRUE COPY:
TESTE:**

A handwritten signature in black ink, appearing to read "Carolin D. Reed". The signature is written in a cursive style with a large initial 'C'.

City Clerk



CITY OF RICHMOND

INTRACITY CORRESPONDENCE

O&R REQUEST

DATE: January 14, 2022

EDITION: 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor

THROUGH: Lincoln Saunders, Chief Administrative Officer

THROUGH: Sheila White, Director of Finance

THROUGH: Jason May, Director of Budget and Strategic Planning

FROM: Chief Melvin Carter, Fire Chief

RE: Acceptance of Grant Funding

ORD. OR RES. No. _____

PURPOSE: To authorize the Chief Administrative Officer to accept an additional amount of \$48,554.00 from the Virginia Department of Fire Programs (VDFP) and appropriate an additional amount of \$48,554.00 to the Department of Fire and Emergency Services FY2022 Special Fund Budget.

REASON: VDFP has awarded a grant to the Richmond Department of Fire and Emergency Services through its 2022 Aid to Localities (ATL) program which exceed the anticipated award by \$48,554.00.

RECOMMENDATION: The City Administration recommends adoption of this Ordinance.

BACKGROUND: This grant initiative was awarded with the full support of the Virginia Department of Fire Programs for fire suppression services.

FISCAL IMPACT / COST: If Adopted: The total additional amount of this award is \$48,554.00, with no matching funds required.

- **If Not Adopted:** The spending authority for these grant funds will not be established.

FISCAL IMPLICATIONS: Acceptance of this award will allow the City of Richmond's Department of Fire and Emergency Services to further its goal of supporting local emergency services activities.

BUDGET AMENDMENT NECESSARY: Yes to amend Special Fund Ordinance #2021-041.

REVENUE TO CITY: \$48,554

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: February 14, 2022

CITY COUNCIL PUBLIC HEARING DATE: February 28, 2022

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Public Safety

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: N/A

AFFECTED AGENCIES: The Department of Finance, the Department of Budget and Strategic Planning and the City of Richmond Department of Fire and Emergency Services

RELATIONSHIP TO EXISTING ORD. OR RES.: Adopted Special Fund Ordinance #2021-041

REQUIRED CHANGES TO WORK PROGRAM(S): Eligible expenditures will be centrally tracked by City of Richmond Fire and Emergency Services

ATTACHMENTS: Copy of Grant Award Letter and Disbursement Agreement

STAFF: Fire Chief Melvin Carter, 804-646-5451



COMMONWEALTH of VIRGINIA

Garrett Dyer
ACTING EXECUTIVE DIRECTOR

Virginia Department of Fire Programs

Brook Pittinger
ASSISTANT CHIEF OF ADMINISTRATION
AND RISK MANAGEMENT SERVICES

August 23, 2021

760

Lincoln Saunders
Acting Chief Administrative Officer, Richmond
900 East Broad Street 2nd Floor
Richmond, VA 23219

Dear Mr. Saunders:

Enclosed is the signed FY-2022 Fire Programs Fund Disbursement Agreement for your files.

The Virginia Department of Fire Programs (VDFP) is in receipt of the jurisdiction's FY-2021 Annual Report. The jurisdiction will be receiving 100% of its FY-2022 Allocation in the next funds disbursement scheduled for September 24, 2021.

The annual submission of supporting documentation such as invoices and/or receipts are not required but highly recommended for expenses listed on the annual report.

Please be advised that starting in 2019 VDFP began routine audits of the localities ATL grant files. Localities selected to be audited will be notified directly with instructions on the information required and submission details.

If you have any questions, feel free to contact me at my office 804/249-1958 or via email at Theresa.Hunter@vdfp.virginia.gov.

Respectfully,

Theresa Hunter
Budget and Grants Manager

Enclosure

Received

SEP 10 2021

Office of the
Chief Administrative Officer



Commonwealth of Virginia
Department of Fire Programs

FY-20 22 FIRE PROGRAMS FUND DISBURSEMENT AGREEMENT

Statutory Authority: §38.2-401 of the Code of Virginia

This Agreement, made effective as of the 1st day of July, _____, by the DEPARTMENT OF FIRE PROGRAMS (the "Agency") and the LOCALITY noted below (the "Receiving Locality"), governs the distribution and use of the Receiving Locality's annual entitlement from the Fire Programs Fund ("the Fund"), as provided for in §38.2-401 of the Code of Virginia as amended (the "Statute").

WHEREAS, the Statute in effect as of the date first written above is incorporated herein by reference; and

WHEREAS, the Receiving Locality is thereunder required to execute a "Fire Programs Fund Disbursement Agreement" and forward same to the Agency as a condition of receiving any allocation or disbursement from the Fund;

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants herein set forth, the parties hereto agree as follows:

1. **Representations of the Agency.** The Agency represents that the Agency is duly organized and the Executive Director duly appointed by the Governor and confirmed by the General Assembly as provided for by the *Code of Virginia*, and that the Executive Director or his designee is duly authorized to enter into this agreement.

2. **Representations of the Receiving Locality.** The Receiving Locality represents that (a) its authorized representative whose signature appears below has read and understands the referenced sections of the Statute and any Policies & Definitions adopted thereunder, (b) it agrees to comply with all applicable provisions of the Statute and any Policies & Definitions adopted thereunder, including the use of such funds and all reporting and audit requirements and (c) it is duly authorized to execute this Agreement and to perform its obligations hereunder and has taken all necessary action to authorize such execution and performance.

3. **Availability of Funds.** It is understood and agreed by the parties hereto that the AGENCY shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purposes of this Agreement. The Recipient shall deposit funds in an interest-bearing account or normal risk and with a demand restriction, if any, not exceeding 30 calendar days until they are needed. The Recipient must be able to account for both the principal and the interest amounts.

Department of Fire Programs

AUG 20 2021

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Administrative

4. **Merger; Severability; Governing Law.** This writing constitutes the entire Agreement between the parties, supersedes any existing agreement or understanding, oral or written, relative to the matters contained herein, and may be modified only in a writing executed by all parties hereto.


If any provision of this Agreement is determined to be invalid by a court of competent jurisdiction, it shall not render the remaining portions of this Agreement void or unenforceable. This Agreement shall in respects be governed by the laws of the Commonwealth of Virginia.

5. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be an original and all of which together shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have by their duly authorized representatives executed this Agreement effective as of the date first written above, intending to be bound thereby.

Commonwealth of Virginia
Department of Fire Programs

BY:


THERESA HUNTER
BUDGET AND GRANTS MANAGER

8-26-21

RECEIVING LOCALITY: City of Richmond, Virginia

Name of Locality

BY:


Signature

8-20-21
Date

Lincoln Saunders

Name

Acting Chief Administrative Officer

Title

(Non-PO)

Office Address: 900 East Broad Street
2nd Floor
Richmond, Virginia 23219

Mailing Address: 900 East Broad Street
2nd Floor
Richmond, Virginia 23219

E-mail Address: Lincoln.Saunders@richmondgov.com

Telephone Number: 804-646-3944

Department of Fire Programs

AUG 20 2021

Virginia Total		323	8,001,024	\$ 84,151,014		0
Description	FIN	FIPS Code	Population ³		PAYMENT (100%)	Transfer (Quarter)
Newport News	0000050480	700	180,719	\$ 731,459	\$ -	
Norfolk	0000050446	710	242,803	\$ 982,743	\$ -	
Norton	0000050225	720	3,958	\$ 30,000	\$ -	
Petersburg	0000046251	730	32,420	\$ 131,220	\$ -	
Poquoson	0000050231	735	12,150	\$ 49,177	\$ -	
Portsmouth	0000050162	740	95,535	\$ 386,677	\$ -	
Radford	0000054639	750	16,408	\$ 66,411	\$ -	
Richmond	0000058592	760	204,214	\$ 826,554	\$ -	
Roanoke	0000052033	770	97,032	\$ 392,738	\$ -	
Salem	0000054643	775	24,802	\$ 100,386	\$ -	
Staunton	0000052026	790	23,746	\$ 96,112	\$ -	
Suffolk	0000053286	800	84,585	\$ 342,357	\$ -	
Virginia Beach	0000050813	810	437,994	\$ 1,772,777	\$ -	
Waynesboro	0000052017	820	21,006	\$ 85,022	\$ -	
Williamsburg	0000053210	830	14,068	\$ 56,940	\$ -	
Winchester	0000051009	840	26,203	\$ 106,056	\$ -	
Total/Cities		38	2,452,405	\$ 9,958,032	\$ -	0

(a)

Note¹ FY2021 Allocations estimates calculated with new 2010 US Census data

Summary	Localities	Population ²		INITIAL PAYMENT (100%)	Transfer Count
Counties	95	5,040,906	\$ 20,455,346	\$ -	0
Towns	190	507,713	\$ 3,737,636	\$ -	0
Cities	38	2,452,405	\$ 9,958,032	\$ -	0
Virginia	323	8,001,024	\$ 84,151,014	\$ -	0

Scheduled disbursements dates for FY-2022

Properly completed forms received by will have funds released for electronic transfer by:

Friday, August 20, 2021	Friday, September 24, 2021		
Friday, November 26, 2021	Friday, December 24, 2021		
Friday, February 18, 2022	Friday, March 18, 2022		
Friday, May 20, 2022	Friday, June 24, 2022		

ATL disbursements are made via an electronic funds transfer (EFT) to the account-of-record of each jurisdiction.



COMMONWEALTH of VIRGINIA

Virginia Department of Fire Programs

Garrett Dyer
INTRIM EXECUTIVE DIRECTOR

Brook Pittinger
ASSISTANT CHIEF OF ADMINISTRATION
AND RISK MANAGEMENT SERVICES

June 2021

FY-2022 Annual Package

This letter serves as notification of the availability of the FY-2022 Annual Package. Beginning with FY2013, VDFP began providing the Annual Package electronically. The Annual Package may be found on the Virginia Department of Fire Programs' website and contains the following:

- ❖ **Aid to Localities (ATL)**
 - FY-2022 Audit Sheet
 - FY-2022 Disbursement Agreement
 - FY-2021 Annual Report
 - FY-2022 Allocations
 - FY-2022 Disbursement Schedule
 - Helpful Hints in Completing Annual Reports and Agreements

- ❖ **Live Fire Training Structure Grant Program**

- ❖ **Regional Fire Services Training Grants Program**
****Reinstated FY2022. Application period opens July 1, 2021****
 - FY-2022 Regional Fire Services Training Facilities Grants Application
 - Regional Fire Services Training Facilities Disbursement Agreement

- ❖ **VFIRS Hardware Grants Program**
 - Letter from VDFP Information and Statistics Manager
 - FY-2022 Application

- ❖ **Conference and Education Assistance Grants Program**
****Application period Closes July 1, 2021****
 - FY-2022 Conference and Education Grant Application

Please note that the application postmark deadline for the Regional Fire Service Training Grant and the VFIRS Hardware Grant is August 31, 2021.

Also note that the FY-2022 Annual Report will not be accepted prior to July 1, 2021.

All program forms are available on our website at www.vafire.com.

1005 Technology Park Drive, Glen Allen, VA 23059-4500
Phone: (804) 371-0220 or Fax: (804) 371-3444
www.vafire.com

SPECIAL NOTIFICATIONS OF FUNDING PROGRAMS AND OPPORTUNITIES

Aid to Localities Entitlement (ATL) Program

The Virginia Fire Services Board (VFSB) voted to extend the one year increase to the minimum ATL allocations for Towns, Cities, and Counties at the Board meeting in June 2021. On July 1, 2020 (FY2021), the minimum ATL allocations for Towns increased to \$15,000; and Counties and Cities has been increased to \$30,000. Below is a chart to illustrate the minimum increases:

Type of Jurisdiction	Previous	NEW Effective July 1, 2020
Incorporated Towns	\$ 10,000	\$ 15,000
Counties	\$ 20,000	\$ 30,000
Cities	\$ 20,000	\$ 30,000

ATL allocations are calculated based upon the most current US Population Census which was conducted in 2010. Based upon population, jurisdictions that have ATL allocations that fall below the minimum dollar values will have their ATL allocations raised to the minimum dollar level specified above.

Live Fire Training Structure Grant Program

The program provides for the construction, renovation, or repair of burn buildings in the Commonwealth of Virginia.

Regional Fire Services Training Facilities (RFSTF) Grant Program

The Program is designed to provide grants to Virginia localities for the acquisition of training props to be utilized as regional fire services training facilities per the NFPA 1001 and 1403 training standards. Funding will be awarded at 50% of the proposed project. The locality will have to contribute the remaining 50%. The application period is July 1, 2021 through August 31, 2021. The Program Policy and related documents can be found on our website under the <https://www.vafire.com/grants-and-local-aid/regional-fire-services-training-grant-program/>

VFIRS Hardware Grants Program

The amount of funding for the VFIRS Grant is \$700. This funding level will allow the VFSB & VDFP to provide more applicants with funding. The minimum specifications can be found in the Agency Practices document located on our website under the <https://www.vafire.com/grants-and-local-aid/vfirs-hardware-grants/>

Conference and Education Assistance Grant Program

The program provides financial support for conferences and seminars sponsored by Virginia based non-profit organization to further the education of fire and emergency service personnel. FY22 Application period closes July 1st. The Program will be evaluated as competitive. FY2022 awards will be made based in funding availability and the project performance period will be determine upon award.

If you have questions about the documents and forms or need additional assistance, don't hesitate to contact me at 804-249-1958 or via email at Theresa.Hunter@vdfp.virginia.gov.

Respectfully,

Theresa Hunter
Budget and Grants Manager