

INTRODUCED: June 13, 2016

AN ORDINANCE No. 2016-179

To authorize the Chief Administrative Officer to accept funds in the amount of \$11,484 from the Virginia Department of Criminal Justice Services; to transfer \$1,276 in matching funds from the Fiscal Year 2015-2016 General Fund Budget, Department of Justice Services account; and to appropriate the total amount of \$12,760 to the Fiscal Year 2015-2016 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Justice Services by \$12,760 for the purpose of providing additional services for pre-disposition and post-disposition programs at the Juvenile Detention Center.

Patron – Mayor Jones

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: JUNE 27 2016 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer is authorized to accept funds for the City of Richmond in the amount of \$11,484 from the Virginia Department of Criminal Justice Services for the purpose of providing additional services for pre-disposition and post-disposition programs at the Juvenile Detention Center.

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: JUNE 27 2016 REJECTED: _____ STRICKEN: _____

§ 2. That matching funds in the amount of \$1,276 are hereby transferred from the General Fund Budget, Department of Justice Services account for the fiscal year commencing July 1, 2015, and ending June 30, 2016.

§ 3. That the funds received together with the matching funds transferred are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2015, and ending June 30, 2016, by increasing estimated revenues by \$12,760, increasing the amount appropriated for expenditures by \$12,760 and allotting to the Department of Justice Services the sum of \$12,760 for the purpose of providing additional services for pre-disposition and post-disposition programs at the Juvenile Detention Center.

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



CITY OF RICHMOND

INTRACITY CORRESPONDENCE

O&R REQUEST

DATE: May 2, 2016

EDITION: 3

O & R REQUEST

TO: The Honorable Members of City Council

THROUGH: The Honorable Dwight C. Jones, Mayor

MAY 16 2016
4-5170
Chief Administration Office
City of Richmond

THROUGH: Selena Cuffee-Glenn, Chief Administrative Officer

THROUGH: Debra Gardner, Deputy Chief Administrative Officer of Human Services

THROUGH: Lenora Reid, Deputy Chief Administrative Officer/ Chief Financial Officer

THROUGH: Jay A. Brown, Director of Budget and Strategic Planning

FROM: Rufus Fleming, Director of Justice Services

RECEIVED

RE: Acceptance of Juvenile Accountability Block Grant (JABG) Funds

JUN 03 2016

OFFICE OF CITY ATTORNEY

ORD. OR RES. No. _____

PURPOSE: To authorize the Chief Administrative Officer to accept and appropriate grant funds in the amount of \$12,760, including a 10% cash match requirement (\$1,276), from the Department of Criminal Justice Services to all locally and commissioned operated juvenile detention centers.

REASON: To enhance all program components within the Richmond Juvenile Detention Center.

RECOMMENDATION: The City's Administration recommends adoption of this ordinance.

BACKGROUND: The Richmond Juvenile Detention Center is a locally owned, secure co-ed community based 60-bed facility that provides temporary care for juveniles who require secure custody pending disposition, placement, or who are placed in the facility by the court as a sanction once found guilty of an offense. Service area includes the City of Richmond and the 13th District Court Service Unit. There are various programs within the facility that include the volunteer, educational, medical, post-dispositional and detention re-entry.

FISCAL IMPACT / COST: This is a one-time grant from the Commonwealth of Virginia, Department of Criminal Justice Services. The City is required to provide a 10% cash match in the amount of \$1,276. These funds are available in the Justice Service's Budget Fiscal Plan.

FISCAL IMPLICATIONS: The City's Department of Justice Services will receive \$11,484.00 from the Commonwealth of Virginia, Department of Criminal Justice Service to provide additional services for the pre and post dispositional programs within the Richmond Juvenile Detention Center

BUDGET AMENDMENT NECESSARY: Yes

REVENUE TO CITY: The City will be reimbursed \$11,484 from the Virginia Department of Criminal Justice Services effective January 1, 2016. This revenue will be placed in the Department of Justice Services Special Fund Budget.

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: 6/13/16

CITY COUNCIL PUBLIC HEARING DATE: 6/27/16

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Public Safety Committee

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: None

AFFECTED AGENCIES: Department of Budget, Department of Finance, and Justice Services

RELATIONSHIP TO EXISTING ORD. OR RES.: To amend the Special Revenue Fund Budget Ordinance 2015-57-83

REQUIRED CHANGES TO WORK PROGRAM(S): None

ATTACHMENTS: Statement of Grant Award

STAFF: Rhonda Gilmer, Deputy Director
Department of Justice Services
804-646-5410

@ Christopher Johnston



RECEIVED

MAR 14 2016

Filed
CLERK ADMINISTRATIVE OFFICE
DATE: 03/14/2016

COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Francine C. Ecker
Director

March 1, 2016

1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
TDD (804) 386-8732

Ms. Selena Cuffee-Glenn
Chief Administrative Officer
City of Richmond
900 E. Broad Street, Ste. 201
Richmond, VA 23219

Title: Juvenile Accountability Block Grant Program REVISED AWARD

Dear Ms. Cuffee-Glenn:

I am pleased to advise you that grant number 16-A3387JB12 for the above-referenced grant program has been approved for in the amount of \$11,484 in Federal Funds and \$1,276 in Matching Funds for a total award of \$12,760.

Enclosed you will find a Statement of Grant Award and a Statement of Grant Award Special Conditions. To indicate your acceptance of the award and conditions, please sign the award acceptance and return it to Janice Waddy, Grants Administrator, at the Department of Criminal Justice Services (DCJS). Please review the conditions carefully; as some require action on your part before we will disburse grant funds.

Also, enclosed are the Post Award Instructions and Reporting Requirements. Please refer to and read this information carefully as it contains details on processing financial and progress reports, as well as requesting awarded funds. *Remember all financial and progress reports, budget amendment requests and request for funds must be processed through our online Grants Management Information System (GMIS).*

We appreciate your interest in this grant program and will be happy to assist you in any way we can to assure your project's success. If you have any questions, please call Ed Holmes at (804) 786-4576.

Sincerely,

A handwritten signature in black ink, appearing to read "Francine C. Ecker".

Francine C. Ecker
Director

Enclosures

cc: Mr. Rodney Baskerville, Supt., Richmond Juv. Det. Cntr.
Ms. Lenora Reid, Officer for Finance and Admin.
Mr. Ed Holmes, DCJS Monitor

Criminal Justice Service Board • Committee on Training • Advisory Committee on Juvenile Justice
Advisory Committee to Court Appointed Special Advocate and Children's Justice Act Programs
Private Security Services Advisory Board • Criminal Justice Information Systems Committee

STATEMENT OF GRANT AWARD SPECIAL CONDITIONS

Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

Juvenile Accountability Block Grant Program

Subgrantee: Richmond

Grant Number: 16-A3387JB12

Federal Catalog Number: 16.540

Title: Juvenile Accountability Block Grant

Date: March 1, 2016

The following conditions are attached to and made a part of this grant award:

1. Where the Statement of Grant Award reflects a required match contribution by the grant recipient, the recipient agrees, by accepting the award, to provide the match as shown in non-federal match.
2. By signing the Statement of Grant Award/Acceptance, the grant recipient agrees to comply with all terms conditions, certifications that are attached to and made a part of this grant.
3. The grantee agrees to submit such reports as requested by DCJS on forms provided by DCJS, or through the Grants Management Information System (GMIS). Funds from this grant will not be reimbursed, if any required financial or progress report is overdue by more than 30 days unless good cause is submitted for missing the reporting deadline.
 - a. Federal performance indicator reporting into the data sharing system maintained by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) is required as part of the DCJS reporting. Data may be required to be reported and entered after grant activities conclude.
4. Grant funds are usually disbursed quarterly. Grant and local match funds are expended and/or obligated during the grant period. The final request for funds must be submitted by the 12th working day after the end of the grant period. All legal obligations must be liquidated no later than 45 days after the end of the grant period. The grant recipient agrees to submit to the DCJS a final grant financial report, and return all unexpended grant funds that were received within 45-days after the end of the grant.
5. Budget Amendment Requests must be submitted through GMIS by the Project Director, Program Administrator, or Finance Officer, and must be accompanied by the Budget Amendment Form. This Budget Amendment form will serve as the narrative that should be uploaded to GMIS when submitting the request. No more than two such amendments will be permitted during the grant period. The deadline for all budget amendments to be submitted will be 60 days prior to the end of the grant year.
6. By Acceptance of this grant award by a local government applicant constitutes its agreement that it assumes full responsibility for the management of all aspects of the grant and the activities funded by the grant, including assuring proper fiscal management of and accounting for grant funds; assuring that personnel paid with grant funds are hired, supervised and evaluated in accord with the local government's established employment and personnel policies; and assuring that all terms, conditions and assurances—those submitted with the grant application, and those issued with this award—are complied with.
 - a. By signing the Statement of Grant Award/Acceptance, the grantee agrees to comply with all terms, conditions, certifications and assurances that are attached to and made part of this grant award.
 - b. The Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (2 pages) can be downloaded from the DCJS website at <http://www.dcjs.virginia.gov/forms/grants/usdoj.doc>.
 - c. The General Grant Conditions and Assurances, Attachment A (5 pages) can be downloaded at <http://www.dcjs.virginia.gov/forms/grants/attachmentA.doc>.

14. The subgrantee agrees that it and all its contractors will comply with the following federal civil rights laws as applicable:
- Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin in the delivery of services (42 U.S.C. § 2000d), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart C;
 - The Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of race, color, national origin, religion, or sex in the delivery of services and employment practices (42 U.S.C. § 3789d(c)(1)), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D;
 - Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in the delivery of services and employment practices (29 U.S.C. § 794), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G;
 - Title II of the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of disability in the delivery of services and employment practices (42 U.S.C. § 12132), and the DOJ implementing regulations at 28 C.F.R. Part 35;
 - Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in education programs and activities (20 U.S.C. § 1681), and the DOJ implementing regulations at 28 C.F.R. Part 54;
 - The Age Discrimination Act of 1975, which prohibits discrimination on the basis of age in the delivery of services (42 U.S.C. § 6102), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart I; and
 - The DOJ regulations on the Equal Treatment for Faith-Based Organizations, which prohibit discrimination on the basis of religion in the delivery of services and prohibit organizations from using DOJ funding for inherently religious activities (28 C.F.R. Part 38).
 - The Juvenile Justice and Delinquency Prevention Act of 1974, as amended, which prohibits discrimination in both employment and the delivery of services or benefits based on race, color, national origin, religion, and sex in JJDP-funded programs or activities (42 U.S.C. § 5672(b)).
 - Section 1407 of the Victims of Crime Act (VOCA), as amended, which prohibits discrimination in both employment and the delivery of services or benefits on the basis of race, color, national origin, religion, sex, and disability in VOCA-funded programs or activities. (42 U.S.C. § 10604).
15. The subgrantee agrees that in the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
16. **Scheduled Audit** - The grantee agrees to forward a copy of the scheduled audit of this grant award. Please forward to DCJS – Attention: FINANCE.
17. The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OJJP Training Guiding Principles for Grantees and Sub grantees available at <http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>
18. The recipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or the parents of legal guardians of such students.
19. The recipient understands and agrees that-(a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing of downloading of , and exchanging of pornography, and (b) Nothing in the subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecutions , or adjudication activities
20. **Prior to DCJS disbursing funds, the Subgrantee must comply with the following special conditions:**
- a. **Submit the Grant Application Face Sheet signed by the appropriate official (Project Administrator).**
 - b. **Submit a brief project narrative (no more than two pages) which includes: (i) Designated purpose area for funds, (ii) The name of the advisory committee that will serve as the coordinated committee, (iii) How the coordinated plan will be satisfied, and (iv) Assurance that performance measures will be reported as required, even if it is past the conclusion of the report period.'**
 - c. **Submit the Project Goals and Objectives Form(s).**



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Francine C. Ecker
Director

1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
TDD (804) 386-8732

NOTICE

To: Grants Project Administrator

From: Janice Waddy, DCJS Grants Administrator

Re: Post Award Instructions and Reporting Requirements
PLEASE READ VERY CAREFULLY.

GRANT AWARD AND SPECIAL CONDITIONS:

Please review your Award and Special Conditions very carefully. *Pay attention to the last Special Condition listed. This Special Condition may require additional documentation from you before grant funds can be released.* Sign and date the grant award acceptance and submit any Special Condition documentation to:

Grants Administration
Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

REPORTING REQUIREMENTS

By accepting the accompanying grant award, you are agreeing to submit on-line quarterly progress and financial reports for this grant throughout the grant period, as well as final reports to close the grant. No eligible current recipient of funding will be considered for continuation funding if, as of the continuation application due date, any of the required Financial and Progress reports for the current grant are more than thirty (30) days overdue. For good cause, submitted in writing by the grant recipient, DCJS may waive this provision.

Financial reports and *progress reports** are due no later than the close of business on the 12th working day after the end of the quarter (**except Pre- and Post-Incarceration Services reports which are due by the last working day of the end of the following month*). Also, *V-STOP progress reports are submitted on a semi-annual schedule 12th working day after 6/30 and 12/31 quarters.*) Reports are required even if no expenditures have occurred during the quarter. Requests for Funds will not be honored from grant recipients who do not fulfill this reporting obligation. A schedule of due dates is also attached for your reference.

Criminal Justice Service Board • Committee on Training • Advisory Committee on Juvenile Justice
Advisory Committee to Court Appointed Special Advocate and Children's Justice Act Programs
Private Security Services Advisory Board • Criminal Justice Information Systems Committee

www.dcjs.virginia.gov

**PROJECTED DUE DATES
FINANCIAL & PROGRESS REPORTS**

Reports are due by the 12th working day following the close of the quarter covered in the report.

Financial reports are required even if no expenditures have occurred.

QUARTER ENDING	DUE DATE
3/31/2016	4/18/2016
6/30/2016	7/19/2016
9/30/2016	10/19/2016
12/31/2016	1/20/2017

Please contact the appropriate DCJS staff person if you need assistance with the following:

- Financial Reports and Request for Funds – DCJS Fiscal Services Manager, Bill Dodd, at 804/371-0638 or bill.dodd@dcjs.virginia.gov
- GMIS – Complete and send an email to grantsweb@dcjs.virginia.gov citing the error message received, to request assistance from the GMIS IT Specialist, DeAndrea Williams.
- Progress Reports and Other Requests – your assigned DCJS Grant Program Monitor.