

INTRODUCED: September 10, 2018

AN ORDINANCE No. 2018-219

To authorize the Chief Administrative Officer to accept funds in the amount of \$14,861.00 from the Virginia Department of Criminal Justice Services and to appropriate the increase to the Fiscal Year 2018-2019 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Judiciary - Commonwealth Attorney agency's Victim Witness special fund by \$14,861.00 for the purpose of supporting the Victim Witness program.

\_\_\_\_\_  
Patron – Mayor Stoney

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: SEPT 24 2018 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, is authorized to accept funds in the amount of \$14,861.00 from the Virginia Department of Criminal Justice Services for the purpose of supporting the Victim Witness program.

§ 2. That the funds received are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2018, and ending June 30, 2019, by increasing estimated revenues by \$14,861.00, increasing the amount appropriated for expenditures by \$14,861.00, and allotting to the Judiciary - Commonwealth Attorney agency's Victim Witness special fund the sum of \$14,861.00 for the purpose of supporting the Victim Witness program.

AYES:            9            NOES:            0            ABSTAIN: \_\_\_\_\_

ADOPTED: SEPT 24 2018    REJECTED: \_\_\_\_\_    STRICKEN: \_\_\_\_\_

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



CITY OF RICHMOND
INTRACITY CORRESPONDENCE

O & R REQUEST
4-8050
AUG 07 2018

Office of the
Chief Administrative Officer

O&R REQUEST

DATE: August 6, 2018 EDITION: 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor [Signature]

THROUGH: Selena Cuffee-Glenn, Chief Administrative Officer [Signature]

THROUGH: Lenora Reid, Deputy Chief Administrative Officer for Finance & Administration [Signature]

THROUGH: John Wack, Director of Finance [Signature]

THROUGH: Jay A. Brown, Director of Budget & Strategic Planning [Signature]

FROM: Michael Herring, Commonwealth's Attorney [Signature]

RE: To Amend the FY2019 Special Fund Budget Ordinance #2018-058

ORD. OR RES. No. \_\_\_\_\_

PURPOSE: To authorize the City's Chief Administrative Officer to accept funds in the amount of \$14,861 from the Department of Criminal Justice Grant and to amend the Commonwealth's Attorney FY2019 Special Fund Budget by appropriating the same for the purpose of increasing the Victim/Witness Services Program Grant Award.

REASON: The City of Richmond will receive additional award funds in the amount of \$14,861 over the budgeted amount for the Victim/Witness Services Program for fiscal year FY2019 and seeks approval to use these additional funds for the Commonwealth's Attorney's Victim/Witness Services Program.

RECOMMENDATION: It is the recommendation of the Administration that City Council approves and adopts this ordinance.

BACKGROUND: The FY2019 Victim/Witness Services Grant Award to the City was increased by \$14,861; from an anticipated amount of \$743,047 to \$757,908. Because the Adopted FY2019 Special Fund Budget (Ordinance #2018-058) appropriated an anticipated

O&R Request

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amount of \$743,047, the additional \$14,861 of unanticipated grant funds must now be accepted and appropriated.

**FISCAL IMPACT:** The City of Richmond will receive \$14,861 in additional funds from the Department of Criminal Justice for the Victim/Witness Services Program services for a FY2019 program total of \$757,908.

**FISCAL IMPLICATIONS:** The acceptance of this award will increase the Commonwealth's Attorney's FY2019 Special Fund Budget. Source of funding: Virginia Department of Criminal Justice Grant by \$14,861.

**BUDGET AMENDMENT NECESSARY:** Yes, this request amends the FY2019 Special Fund Budget Ordinance #2019-058.

**REVENUE TO CITY:** The City will receive additional grant funds in the amount of \$14,861 to be appropriated to the FY2019 Special Fund Budget for a total of \$757,908.

**DESIRED EFFECTIVE DATE:** Upon Adoption

**REQUESTED INTRODUCTION DATE:** September 10, 2018

**CITY COUNCIL PUBLIC HEARING DATE:** September 24, 2018

**REQUESTED AGENDA:** Consent Agenda

**RECOMMENDED COUNCIL COMMITTEE:** Finance Committee

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** None

**AFFECTED AGENCIES:** Department of Finance, Department of Budget and Strategic Planning, and the Office of the Commonwealth's Attorney

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Amends the FY2019 Special Fund Ordinance No. 2018-058

**REQUIRED CHANGES TO WORK PROGRAM(S):** None

**ATTACHMENTS:** Virginia Department of Criminal Justice Services Award Letter dated July 18, 2018

**STAFF:** Sharron Saunders, Commonwealth Attorney's Office 804-646-3517



# COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Shannon Dion  
Director

July 18, 2018

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

Ms. Selena Cuffee-Glenn  
Chief Administrative Officer  
City of Richmond  
900 E. Broad Street, Room 201  
Richmond, VA 23219-1907

**Title: Victim Witness Program**

Dear Ms. Cuffee-Glenn:

I am pleased to advise you that grant number 19-Y8585VG17 for the above-referenced grant program has been approved in the amount of \$568,431 in Federal Funds and \$189,477 in State General Funds for a total award of \$757,908.

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 Albert Stokes, Grants Manager, at the Virginia 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 contact Amia Barrows at (804) 225-4060 or by email at [Amia.Barrows@dcjs.virginia.gov](mailto:Amia.Barrows@dcjs.virginia.gov).

Sincerely,

Shannon Dion

Enclosures

cc: Ms. Sharron Saunders, V/W Project Dir.  
Mr. Vince Copeland, Finance Officer  
Ms. Amia Barrows, DCJS Monitor

## Department of Criminal Justice Services

1100 Bank Street, 12th Floor, Richmond, VA 23219

### Statement of Grant Award/Acceptance

**Subgrantee: Richmond City**

**Date: July 18, 2018**

**Grant Period:**

**Grant Number:**

**From: 07/01/2018**

**Through: 06/30/2019**

**19-Y8585VG17**

Project Director	Project Administrator	Finance Officer
<p>Ms. Sharon Saunders V/W Project Director City of Richmond 400 N. 9th Street Richmond, VA 23219</p> <p>Phone: (804) 646-3542 Email: sharon.saunders@richmondgov.c</p>	<p>Ms. Selena Cuffee-Glenn Chief Administrative Officer City of Richmond 900 E. Broad Street, Room 201 Richmond, VA 23219-1907</p> <p>Phone: (804) 646-7978 Email: Selena.CuffeeGlenn@richmondgov.</p>	<p>Mr. Vince Copeland Finance Officer City of Richmond 900 East Broad Street Richmond, VA 23219</p> <p>Phone: (804) 646-5783 Email: vince.copeland@richmondgov.co</p>

### Grant Award Budget

Budget Categories	DCJS Funds			Local	TOTALS
	Federal	General	Special		
Travel	\$0	\$0	\$0	\$0	\$0
Supplies/Other	\$0	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0	\$0
Indirect Cost	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>	<b>\$568,431</b>	<b>\$189,477</b>	<b>\$0</b>	<b>\$0</b>	<b>\$757,908</b>

This grant is subject to all rules, regulations, and criteria included in the grant guidelines and the special conditions attached thereto.

*Shannon Dion*

**Shannon Dion, Director**

The undersigned, having received the Statement of Grant Award/Acceptance and the Conditions attached thereto, does hereby accept this grant and agree to the conditions pertaining thereto, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_