

CONSENT AGENDA
ITEM NO. **54**

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
POLICE DEPARTMENT**

TO: Mayor and City Council

FROM: Albert A. Ortiz, Chief of Police

THROUGH: Terry M. Brechtel, City Manager

COPIES: Christopher J. Brady, Assistant City Manager; File

SUBJECT: Ordinance authorizing the City Manager to submit a \$80,000 grant application to the Office of the Governor, Criminal Justice Division (CJD) for the Crisis Assistance Team Administration

DATE: December 18, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the City Manager, or her designated representative, to submit a \$80,000 grant application to the Office of the Governor, Criminal Justice Division (CJD). If awarded, the grant will fund the ninth year of the administrative and coordination efforts of the Crisis Assistance Team Administration (CATA) of the Victims Advocacy Section. This project will require an In-Kind Match of \$19,260 and a General Fund cash match of \$7,401.

Staff recommends approval.

BACKGROUND INFORMATION

In prior years CJD required all applications be submitted to the Alamo Area Council of Governments (AACOG) prior to submission to their office. Currently CJD has changed the application procedures to preclude the initial submission to AACOG. Additionally under the new application procedures all CJD applications must be completed on their web based automated forms that were not available until October 31, 2003. Once these automated forms became available problems were still present and were not resolved by CJD until Thursday November 20th. This placed the first available City Council date for authorization to submit the application as December 18, 2003. The grant application is due December 19, 2003.

This submission is a grant application only and commits no funds to the project. If awarded the grant, acceptance and allocation of the match requirements will be contingent upon City Council approval. The funding being requested is consistent with funding received from CJD over the past 8 years. The personnel compliment is the same as previous years.

The purpose of the grant project is to provide administrative and operational support to the Police Departments Crisis Assistant Teams. The Crisis Assistance Team Administration will oversee the coordination of crisis intervention volunteers. This program is designed primarily as a collaborative effort in the community to address the issues of violence against women. Services to be provided will include crisis intervention services to battered women and their children by a trained corps of community volunteers.

Two civilian positions, a Program Coordinator and an Assistant Program Coordinator will be continued and paid from grant funds.

CJD requires specific naming of the "Authorized Grant Official", specific delineation of the type and amount of match being provided and specific language to be included in the "resolution" (ordinance) authorizing the application of the grant application.

POLICY ANALYSIS

This Ordinance continues City Council's policy of seeking intergovernmental financial assistance for City crime prevention and enforcement programs. The program will enhance the City's efforts in dealing with domestic violence and victims of domestic violence.

FISCAL IMPACT

The Office of the Governor, Criminal Justice Division, will provide Grant funds for a total of \$80,000. Volunteer hours provided would be considered an In-Kind Match of \$19,260 and the City will contribute a \$7,401 cash match.

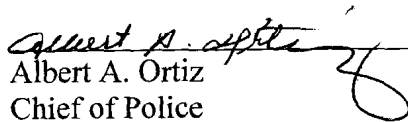
This application obligates no funds. If the grant is awarded, acceptance will be contingent upon City Council approval and provision of the \$7,401 cash match.

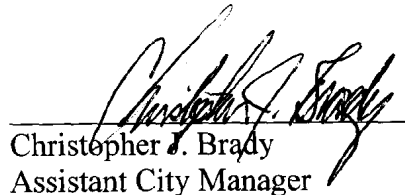
COORDINATION

This ordinance request has been coordinated with Finance, City Attorney's Office and the Office of Management & Budget.

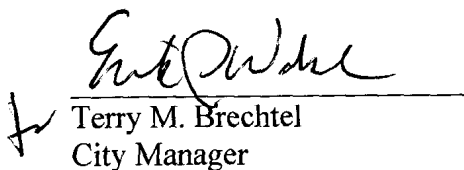
SUPPLEMENTAL COMMENTS

The Discretionary Contracts Disclosure Form is not required.


Albert A. Ortiz
Chief of Police


Christopher J. Brady
Assistant City Manager

Approved:


Terry M. Brechtel
City Manager

**OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION**

CRISIS ASSISTANCE TEAM ADMINISTRATION

BUDGET

September 1, 2004 - August 31, 2005

Fund: 26

Project: 26-

Activity: 17-10-49

Fund Only Index No.

REVENUES Obj. Code	Index Code	Description	
		Office of the Governor Criminal Justice Division	
00-004		Cash Match - City of San Antonio	\$ 80,000
00-009		Police Department	\$ 7,401
00-010		In Kind Match - Volunteer Services	\$ 19,260
		Total Revenues	\$ 106,661

EXPENDITURES Obj. Code	Index Code	Description	
01-010		Salaries	\$ 62,802
01-030		Social Security	\$ 4,804
01-040		TMRS	\$ 7,304
01-050		Flexible Benefits	\$ 10,896
01-051		Life Insurance	\$ 94
01-072		Personal Leave Buy Back Pay	\$ 1,500
		Total Personal Services	\$ 87,401
81-510	805317	In Kind Match - Volunteer Services	\$ 19,260
		In Kind Match - Volunteer Services	\$ 19,260
		Total Project Expenditures	\$ 106,661

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION

CRISIS ASSISTANCE TEAM ADMINISTRATION
(CATA)

PERSONNEL COMPLEMENT
September 1, 2004 - AUGUST 31, 2005

Funded Positions

Activity Number	Job class	Job Title	Number of Positions
17-10-49	0915	Program Coordinator	1
	0916	Assistant Program Coordinator	1