

**CITY OF SAN ANTONIO
POLICE DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

FROM: Albert A. Ortiz, Chief of Police

SUBJECT: Ordinance authorizing the City Manager to submit a \$114,449 grant application to the Office of the Governor, Criminal Justice Division (CJD) for Project EASE

DATE: March 10, 2005

SUMMARY AND RECOMMENDATIONS

This ordinance ratifies the actions of staff in submitting a \$114,449 grant application to the Office of the Governor, Criminal Justice Division (CJD) for the fourth year of the Project Educate, Assess, Serve and Empower (EASE) of the Victims Advocacy Section.

Staff recommends approval.

BACKGROUND INFORMATION

Project Educate, Assess, Serve and Empower (EASE) utilizes professional contractors, supervised by a grant funded Program Coordinator to provide services to victims of violent crime that are deaf. Grant funds will also be used for professional translation services, community outreach and education programs, the purchase of office and project supplies, training for project personnel and support of existing computer equipment.

Due to a new Criminal Justice Division (CJD) directive, all applications submitted for consideration must be accompanied by an ordinance that contains a CJD assigned "grant application certification number". This number was to be assigned by CJD within two weeks after the submission of the application. Consequently the grant application had to be submitted to CJD prior to City Council action authorizing the submission so that the grant application certification number could be included in the ordinance. 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 purpose of this application is to submit a \$114,449 grant application to the Office of the Governor, Criminal Justice Division (CJD). If awarded, the grant will fund the fourth year of Project EASE in the Victims Advocacy Section. The City will contribute matching funds in the amount of \$22,890 through existing staff time and volunteer hours (no cash match will be required). This grant was initially funded for fiscal year 2002-03 and is currently in its third year.

CJD requires the citing of the grant application certification number (16211-04), the 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 ordinance authorizing the application of the grant application.

POLICY ANALYSIS

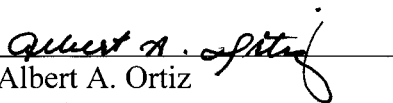
This Ordinance continues City Council's policy of seeking intergovernmental financial assistance for City crime prevention and enforcement programs. The program will enhance the City's efforts in dealing with domestic violence and victims of domestic violence.

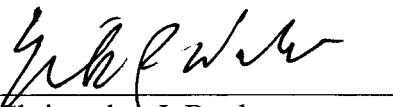
FISCAL IMPACT

The Office of the Governor, Criminal Justice Division, will provide Grant funds for a total of \$91,559. Volunteer hours provided and existing staff time would be considered an in-kind match of \$22,890 and there is no cash match required. This application obligates no funds. If the grant is awarded, acceptance will be contingent upon City Council approval.

COORDINATION

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


Albert A. Ortiz
Chief of Police


Christopher J. Brady
Assistant City Manager

**OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION**

PROJECT EASE

BUDGET

July 1, 2005 - June 30, 2006

Fund: 26055000

Internal Order : 117000000060

SAP G/L	Description	
	Office of the Governor Criminal Justice Division	\$ 91,559
	In Kind Match - Volunteer Services	\$ 22,890
	Total Revenues	\$ 114,449

SAP G/L	Description	
5101010	Salaries	\$ 30,847
5103005	Social Security	\$ 2,360
5105010	TMRS	\$ 3,840
5405040	Flexible Benefits	\$ 6,504
5103010	Life Insurance	\$ 46
	Total Personal Services	\$ 43,597
5103065	Education	\$ 300
5201040	Fees to Professional Contractors	\$ 29,900
5204070	Rental of Equipment	\$ 3,540
5207010	Travel	\$ 1,430
5403010	Communications	\$ 4,200
	Total Contractual Services	\$ 39,370
5302010	Office Supplies	\$ 1,500
	Total Commodities	\$ 1,500
5501000	Computers	\$ 3,892
5501055	Machinery & Equipment - Other	\$ 3,200
		\$ 7,092
6501010	In Kind Match - Volunteer Services	\$ 22,890
	In Kind Match - Volunteer Services	\$ 22,890
	Total Project Expenditures	\$ 114,449

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION

PROJECT EASE

PERSONNEL COMPLEMENT
July 1, 2005 - June 30, 2006

Funded Positions

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

City of San Antonio
ERM SAP Grant Internal Order Request Form

Please check one:

This is a request to:

- ☒ **ADD**
☐ **CHANGE**
☐ **EXPIRE**

Business Area (Represents four digit department code e.g. 2600 Parks)

Internal Order Name (maximum 20 characters)

Functional Area (Service Effort) # (max 16 digits)

Requesting Cost Center Number (10 digits)

Responsible Cost Center Number (10 digits) (Links to the Fund Center and Fund impacted)

If Grant Award Grantor

Grant

Grant Award #

Person Responsible (Optional) (maximum 20 characters)

Date Required

Justification or Reason Required (fully explain the purpose for this request and the intended use in as much detail as possible):

Requestor Information:

Name & Title

Phone Number

Department

Department Approval Date

(Internal use Only)

Request Number

Client ☐ 150 ☐ 350 ☐ 380
☐ 250 ☐ 360 ☐ 400
☐ 260 ☐ 370 ☐ Production

Person Responsible

Creation Date for Production

Unit Tested	<input type="text"/>
Integration Tested	<input type="text"/>
Database Update	<input type="text"/>
Integration Points	<input type="text"/>
Interface Points	<input type="text"/>
Interfaces Impacted	<input type="text"/>
Requestor Notified Date	<input type="text"/>