

TAB 5



City of Palmetto Agenda Item

Meeting Date

3/1/10

Presenter: Garry Lowe

Department: Police Department

Title:

2011 VOCA Grant Application

ISSUE: Submission of the 2011 VOCA Grant to support the Victims Advocate for FY2011. The deadline for submitting the grant to the agency is February 26, 2010.

Background: The purpose of VOCA grant funds is to support the provision of services to victims of crime. Services are defined as those efforts that respond to the emotional and physical needs of crime victims, assist victims of crime to stabilize their lives after victimization, assist victims to understand and participate in the criminal justice system, and provide victims of crime with a measure of safety and security. Special consideration will be given to those applicants who provide therapeutic counseling services to victims of child pornography, child victims of cybercrime, and innocent victims of gang violence. Eligibility to apply for VOCA funds is limited to victim assistance programs administered by state or local government agencies or not-for-profit corporations registered in Florida, or a combination thereof. The funding cycle for the VOCA grant funds under this notice is October 1, 2010, through September 30, 2011. Program Match: The Final Program Guidelines require that all proposals provide a 20% match of the total VOCA project.

The City is requesting a total of \$57,795 of which the City will match \$14,449. The matching will come from the personnel lines. This grant will offset the existing victim's advocate budgeted position in PD. No new position is requested or is required.

Budgeted Amount:

\$0.00

Budget Page No(s):

Available Amount:

\$0.00

Expenditure Amount:

\$0.00

Additional Budgetary Information:

Funding Source(s):

Sufficient Funds Available: Yes No

Budget Amendment Required: Yes No

Source:

City Attorney Reviewed:

Yes No N/A

Advisory Board Recommendation:

For Against N/A

Consistent With:

Yes No N/A

Potential Motion/Direction Requested:

Commission to ratify the Submission of the 2011 Voca Grant Application as submitted.

Staff Contact:

Cheryl Miller

Sr. Acct Analyst

2/24/2010

Attachments:

2011 VOCA Budget Pages

PART 6. PROJECT PROPOSAL

The information provided by the applicant under Part 6 - Project Proposal pertains only to the services related to the proposed Total VOCA Project (VOCA grant plus match). Respond to each question. (Responses are limited to 1000 characters an minimum 10 point font.)

1. **Project Summary:** Using the information selected under Part 4 - Victims Served and Types of Services, describe in detail how the services indicated will be provided to the victims indicated.

2. How many victim advocates/ direct service providers, does your agency staff?
Expressed in full time equivalentents (FTE)

Of those, how many are you requesting from VOCA?
Expressed in full time equivalentents (FTE)

Of those, how many are you reporting as matching expenses?
Expressed in full time equivalentents (FTE)

Total Number of VOCA project staff (VOCA funded staff + Match staff)

3. Provide a listing of the other agencies that will coordinate services with the applicant and the services provided by each agency.

4. Describe in detail how the coordination of services will be accomplished. Include a description of those services to all victims selected in Part 4.

5a. **Victim Compensation Assistance**: The Final Program Guidelines mandate that grant recipients provide assistance in filing victim compensation claims. Refer to the definitions in the application instructions. Describe how the proposed project will meet this mandatory requirement.

5b. If applicable, provide a justification for not billing Victim Compensation for services that may be funded through Victim Compensation. For example, therapy services.

6. **Use of Volunteers:** The Final Program Guidelines mandate that grant recipients use volunteers. Describe how volunteers will be utilized to provide services to crime victims. This description should include all services provided by volunteers whether they are part of the VOCA project or not. If the agency does not currently utilize volunteers, please explain how they will be recruited and incorporated into the victim services program.

7. Identify the number of volunteers currently utilized in the agency's victim services program. This number must be expressed in full time equivalents (FTE).

	Volunteers provide
	Hours of service annually
0.00	FTE equivalent (hours provided divided by 2080)

8. Do the activities described in the application (Part 6 - Project Proposal) specifically serve child victims of cybercrime, victims of child pornography, or innocent victims of gang violence through therapeutic counseling services?

If so, describe this component of the proposed VOCA project in detail. Please note the agency applying for funding must be the service provider.

PART 7. CERTIFICATION REGARDING DEBARMENT

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which the transaction originated may pursue available remedies, including suspension and/or debarment.

**U. S. DEPARTMENT OF JUSTICE
OFFICE OF THE COMPTROLLER
OFFICE OF JUSTICE PROGRAMS**

**Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered transactions
(Sub-Recipient)**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67.510. Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160 B 19211).

1. The prospective lower tier participant certifies, by submission of the proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Shirley Groover Bryant, Mayor

Name and Title of Authorized Representative

Signature

Date

City of Palmetto

Name of Organization

516 8th Avenue West, Palmetto, FL 34212

Address of Organization

PART 8. VOCA BUDGET REQUEST

The Budget section is an itemized description by budget category of proposed costs for VOCA funding. The budget categories are personnel, contractual services, equipment and operating. Provide a detailed (itemized) list and narrative for every budgeted item. See Final Program Guidelines for specific details regarding Allowable and Non-Allowable Costs. Attach additional page(s) as necessary.

To maximize the availability of services to all victims of crime, the OAG discourages the use of VOCA funding to provide services that are eligible for payment through the Victim Compensation Program. Justification that demonstrates the effectiveness of any such duplication is required as part of the budget narrative. Failure to submit a justification may result in removal of the budget request. Budget categories must be rounded to the nearest whole dollar (i.e., \$8,081.43 = \$8,081 or \$8,081.78 = \$8,082).

Budget Summary By Category - Provide the subtotal for each budget category for the Total VOCA Budget Request. Amounts must be rounded to the nearest whole dollar.	TOTAL VOCA BUDGET REQUEST
Personnel	\$ 56,995
Contractual Services	
Equipment	
Operating Expenses	\$ 800
TOTAL	\$ 57,795

REQUIRED MATCH (use this total amount in Part 9 - Match Budget)	\$14,449
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