

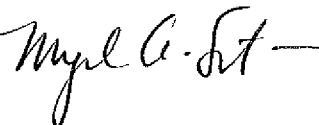
CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0220-003891-0016

Date: February 5, 2013

To: The Mayor
The CouncilAttn: Mandy Morales, Mayor's Office
John White, City Clerk's Office

From: Miguel A. Santana, City Administrative Officer

Subject: **GRANTS PILOT PROGRAM – GRANT ACCEPTANCE PACKET FOR CALIFORNIA EMERGENCY MANAGEMENT AGENCY, FY2010 PROJECT SAFE NEIGHBORHOODS – SURPLUS FUNDING**

Attached is the Grant Acceptance Packet for the California Emergency Management Agency, FY2010 Project Safe Neighborhoods Grant – Surplus Funding in the amount of \$1,810 received by the City Attorney's Office for the continued implementation of the Project Safe Neighborhoods Program. As a participant in the Grants Pilot Program, this department submitted the packet for review and analysis by the CAO Grants Oversight Unit and the appropriate CAO Analyst.

In accordance with the approved procedures for the Pilot, this Office reviewed the Packet for completeness, conducted a concise analysis and prepared a Fiscal Impact Statement. The Grant Acceptance Packet consists of the following:

- Review of Grant Award and Acceptance Determination
- Department Request for Acceptance of Grant Award
- Notice of Award and Project Summary

If you have any questions about the Grants Pilot Program or the procedures for the Grant Acceptance Packet, please contact Camilla Fong at 213-978-7681.

Attachments

MAS:ACA:CLF:04130076

OFFICE OF THE CITY ADMINISTRATIVE OFFICER
 Review of Grant Award and Acceptance Determination

Recipient City Department: Office of the City Attorney		Award Notification Date: January 2013	
Grant Award Title: FY 2010 Surplus Funds - Project Safe Neighborhoods Program		Grant Amount: \$1,810 Prior Grant Award(s): \$595,000	
Awarding Agency: California Emergency Management Agency			
Grant Agreement Number/Reference:	Performance Start Date: October 1, 2012	Performance End Date: March 31, 2013	
Purpose: The City Attorney's Office requests authority to accept \$1,810 in surplus grant funding from the California Emergency Management Agency for the Project Safe Neighborhoods Program for the grant period of October 1, 2012 to March 31, 2013.			

Checklist for Grant Acceptance:	Yes	No	N/A	Comments
1. Authority for Grant Acceptance				
• Department requests acceptance of the Grant	X			() Terms/Conditions outlined in Award Notice/Grantor Agreement
2. Match Requirement Review				
• Match Sources Identification completed			X	() Obtain match requirements from Award Notice/Grantor Agreement
• Additional Funds requested			X	() Submit to CAO for review
3. Charter Section 1022 Determination				
• Charter Section 1022 findings completed			X	() Submit to CAO for review and determination
4. Provisions for Grant-Funded Contracts				
• Standard and Grantor Provisions or equivalent language is included			X	() Incorporate Provisions or Language into proposed agreement
• Pro Forma Agreement RFP <input type="checkbox"/> MOU <input type="checkbox"/> PSA <input type="checkbox"/>			X	() Submit to City Attorney for review and approval; copy to CAO
5. Personnel Authorities				
• Department has submitted a request for position(s)		X		() Review documents and make determination
6. Grant Implementation Recommendations				
• Department has submitted grant implementation instructions	X			() Submit to CAO for review
7. Controller Instructions for Fund/Accounts Set-Up				
• Department has requested Funds/Accounts Set-up	X			
8. Governing Body Resolution/Certification				
• Department has submitted Resolution/Certification			X	() Submit to CAO and City Attorney for review
9. Fiscal Impact Analysis				
• Department has submitted Fiscal Impact Statement	X			() Submit to CAO for review and determination

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Review of Grant Award and Acceptance Determination

10. Grant Award Summary

The City Attorney's Office requests authority to accept \$1,810 in grant funding from the California Emergency Management Agency (Cal EMA) for the Project Safe Neighborhoods Program. The Project Safe Neighborhoods Program targets gun crime and violent offenders by linking federal, state and local law enforcement, prosecutors and community leaders to implement multi-faceted strategies to reduce gun and gang violence and sustaining that reduction.

In Fiscal Year 2010-11, the City Attorney's Office received grant funding in the amount of \$20,000 for the Project Safe Neighborhoods Program. Since then, the Cal EMA has identified surplus funds and made the funds available to entities that previously received grant funding for the Fiscal Year 2010 Project Safe Neighborhoods Program. The City Attorney's Office has been awarded \$1,810 of the surplus grant funds. The City Attorney's Office will utilize the grant funds to procure iPads and color scanners to provide trial and administrative support for personnel involved in gang prosecutions and re-entry programs. There is no matching requirement for this grant.

11. Recommendations

Pursuant to a review of departmental recommendations for this grant, please provide a complete list of necessary actions for implementation including acceptance of the award by the City, Controller instructions for fund and accounts set-up, coordination of project activities, etc.

That the Council, subject to the approval of the Mayor:


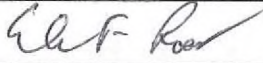
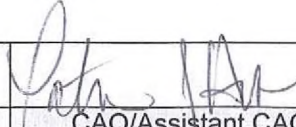
1. Approve and authorize the City Attorney, or his designee, to execute the grant award between the City of Los Angeles and the California Emergency Management Agency, subject to the approval of the City Attorney as to form and legality;
2. Authorize the City Attorney, or his designee, to accept the grant award in the amount of \$1,810 from the California Emergency Management Agency for the Fiscal Year 2010 Project Safe Neighborhoods Program for the period of October 1, 2012 to March 31, 2013;
3. Authorize the Controller to:
 - a. Establish a receivable in the amount of \$1,810 within Fund 368, Department 12;
 - b. Establish a new appropriation account within Fund 368 as follows:
Account 12J850 - FY 2012 PSN.
4. Authorize the City Attorney to prepare Controller instructions for any necessary technical adjustments subject to the approval of the City Administrative Officer and authorize the Controller to implement the instructions.

12. Fiscal Impact Statement

Yes This Office finds that the Grant complies with City financial policies as follows (see below):

No This Office finds that the Grant does not comply with City financial policies as follows (see below):

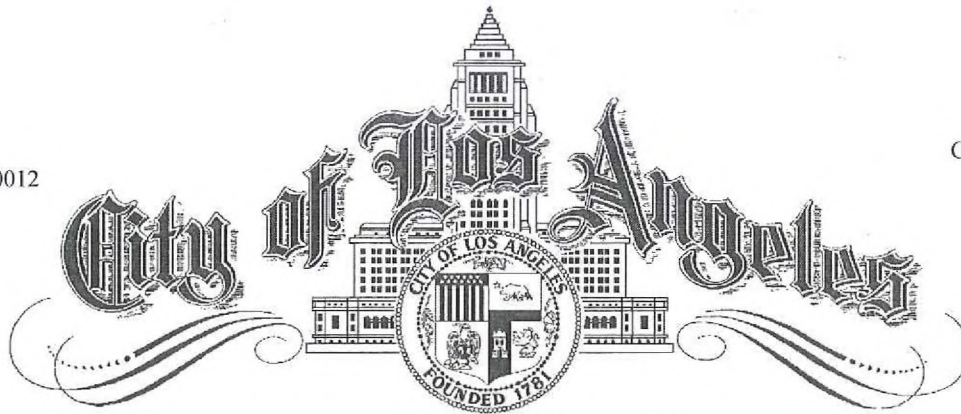
There is no General Fund impact. Approval of this request will allow for the disbursement of funds from the California Emergency Management Agency for the Project Safe Neighborhoods Program in the amount of \$1,810. There is no matching requirement for this grant. The recommendations in this report are in compliance with the City's Financial Policies in that budgeted appropriations will be balanced against receipts expected from this grant.

			2/4/13
CAO Analyst	Chief	CAO/Assistant CAO	Date

gmc

City Hall East
200 N. Main Street
Room 800
Los Angeles, CA 90012

(213) 978-8100 Tel
(213) 978-8312 Fax
CTrutanich@lacity.org
www.lacity.org/atty



CARMEN A. TRUTANICH
City Attorney

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2013 JAN 28 AM 10:44
CITY ADMINISTRATIVE OFFICER

January 23, 2013

The Honorable Antonio Villaraigosa
Mayor of Los Angeles
City Hall
Los Angeles, CA 90012
Attention: June Lagmay, Mayor's Office

Honorable City Council
City of Los Angeles
City Hall
Los Angeles, CA 90012
Attention: City Clerk of Los Angeles

Re: FY 2010 Project Safe Neighborhood Anti-Gang Initiative Surplus Funds

Contact Persons: Michiko M. Reyes (213) 978-7020
Janette Flintoft (213) 978-8100

The City Attorney's Office is transmitting for your review and approval the following: surplus federal grant funding related to the FY 2010 Project Safe Neighborhoods (PSN) Anti-Gang Initiative. From 2007 – 2012, the City Attorney's Office received PSN funding. Thereafter, the program shifted from a formula to discretionary based on reduced available funds. Only entities who received funding during the FY 2010 cycle were eligible to receive surplus funds.

Grant funding will further the Central District's PSN's goals and objectives of preventing, reducing and enforcing gang violence occurring in the City of Los Angeles. The City Attorney's Office will procure iPads to provide trial support and administrative support for personnel involving in gang prosecutions and reentry programs. iPads have proven effective during trial to disseminate new media among both jurists and jurors as I-Pads enhance the visual and audio experience for the viewer.

In addition, I-Pads enable storage of voluminous documents, thereby eliminating printing, the carrying of documents, and ease of review. This helps facilitate efficiency as it relates to the public safety duties, trainings, and administrative responsibilities.

A color scanner will complement the iPads and other visual aides by enabling prosecutors to scan photos, upload into the iPad, desktop or laptop and seamlessly integrate into trial support visual materials.

Honorable Antonio Villaraigosa
January 23, 2013
Page two

IT IS THEREFORE REQUESTED that the City Council and the Mayor:

1. **AUTHORIZE** Attorney or his designee to **APPROVE** the accompanying grant award between the City and the California Emergency Management Agency and authorize the City Attorney or his designee to **EXECUTE** said grant award on behalf of the City, subject to the approval of the City Attorney as to form and legality.

2. **AUTHORIZE** the City Attorney or his designee to **ACCEPT** the grant award in the amount of \$1,810 from the 2010 PSN Anti-Gang Initiative Grant during the period of October 1, 2012 – December 31, 2013 from the California Emergency Management Agency.

3. **AUTHORIZE** the Controller to:

- a. **ESTABLISH** a receivable in the amount of \$1,810 within Fund 368, Department 12.
- b. **ESTABLISH** a new Appropriation Account No. G221 – Personal Services, within Fund 368, Department 12 in the amount of \$1,810.
- c. Transfer \$20,000 from Fund 368, Department 12, Account G221 Personal Services to Fund 100, Department 12, Account 1020 Salaries Grant reimbursed.

Thank you for your consideration to this matter.

Sincerely,



William W. Carter
Chief Deputy

City of Los Angeles Grant Award Notification and Acceptance

Recipient Department				
This Grant Award is: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation/Renewal <input type="checkbox"/> Supplemental <input type="checkbox"/> Revision <input type="checkbox"/> Sub-Allocation				
Grants Coordinator: Mitchi Reyes		E-Mail: michiko.reyes@lacity.org		Phone: 213-215-5808
Project Manager: Janette Flintoft		E-Mail: janette.flintoft@lacity.org		Phone: 213-978-8100
Department/Bureau/Agency: City Attorney				Date: 01/22/13
Grant Information				
Name of Grantor: Cal EMA			Pass Through Agency: County of Los Angeles	
Grant Program Title: FY 2010 Surplus Funds - Project Safe Neighborhoods Program (Central)			Notification of Award Date: January 17, 2013	
Funding Source (Public or Private): <input checked="" type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> Local <input type="checkbox"/> Foundation <input type="checkbox"/> Corporation <input type="checkbox"/> Other	Grant Type: <input type="checkbox"/> Formula/Block <input checked="" type="checkbox"/> Competitive/Discretionary <input type="checkbox"/> Other	Funds Disbursement: <input type="checkbox"/> Advance <input checked="" type="checkbox"/> Reimbursement	Agency's Grant ID: CFDA # _____ Other ID # _____ eCivis ID# _____	
Match Requirement: <input checked="" type="checkbox"/> None <input type="checkbox"/> Recommended <input type="checkbox"/> Mandatory _____ Amount = _____ % Match				
Match Type: <input type="checkbox"/> Cash <input type="checkbox"/> In-Kind Source of Match: _____				
Fiscal Information:	Requested Funds \$1,810	Match/In-Kind Funds \$	Additional Funds \$	Total Project Budget \$
Approved Grant Budget Summary:				
Category	Requested	Match	Additional	Explanation
Personnel				
Salaries				
Fringe Benefits				
Indirect				
Equipment				
Materials/Supplies	1,810			
Travel				
Contractual Services				
Other				
Total:	1,810		1,810	
Approved Project				
Descriptive Title of Funded Project: PSN Program				
Performance Period Start/End Dates (Month/Day/Year): Start: 10-01-12 End: 03-31-13			Citywide: <input checked="" type="checkbox"/> Affected Council District(s): All Affected Congressional District(s): 23, 25, 26	
Purpose: <input type="checkbox"/> Capital/Infrastructure <input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Program <input type="checkbox"/> Planning/Training <input type="checkbox"/> Pilot/Demonstration				
Summary				
Please provide a project summary including goals, objectives (metrics), specific outcomes, and briefly describe the activities that will be used to achieve these goals. You may attach an additional sheet of paper if necessary.				
Suplus 2010 PSN funds have been made available to past grantees. The City Attorney's Office has been approved by CalEMA to purchase trial support supplies, including a color scanner and iPads.				

City of Los Angeles Grant Award Notification and Acceptance

Fiscal Impact Statement

Please describe how the acceptance of this grant will impact the General Fund. Provide details on any additional funding that may be required to implement the project/program funded by this grant.

Acceptance Packet

The above named Department has received an award for the Grant Program identified above, accepts full responsibility for the coordination and management of all Grant funds awarded to the City, and will adhere to any policies, procedures and compliance requirements set forth by the Grantor and its related agencies or agents, as well as those of the City, and its financial and administrative departments. The following items comprise the Acceptance Packet and are attached for review by the CAO Grants Oversight Unit:

- | | |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------|
| <input checked="" type="checkbox"/> Grant Award Notification and Acceptance | <input checked="" type="checkbox"/> Copy of Award Notice |
| <input checked="" type="checkbox"/> Grant Project Cost Breakdown (Excel Document) | <input type="checkbox"/> Copy of Grant Agreement |
| <input type="checkbox"/> Detail of Positions and Salary Costs (Excel Document) | <input type="checkbox"/> Additional Documents (if applicable) |

Department Head Name:
Janette Flintoft

Department Head Signature:

Date:
01/22/13

FOR CAO USE ONLY

The Office of the City Administrative Officer, Grants Oversight Unit has reviewed the information as requested, and has determined that the Acceptance Packet is:

- Complete The Acceptance Packet has been forwarded to appropriate CAO analyst
 Returned to Department (Additional information/documentation has been requested.)
 Flagged (See comments below.)

Comments:

CAO Grants Oversight Unit Signature:

Date: 1/31/13

**Grant Award Notification and Acceptance
Grant Project Cost Breakdown**

Department: Los Angeles City Attorney							
Grant Name: Project Safe Neighborhoods Program - Anti-Gang Initiative Grant Surplus Funds							
Grant Project Breakdown	Salaries	Grant Funds	Additional Costs**		Total	Comments	
			City Funds	Non-City Funds			
1010 Salaries General							
1020 Salaries Grant Reimbursed							
1070 Salaries As Needed							
1090 Overtime							
Salaries Total:							
Related Costs*							
Fringe Benefits							
Department Administration							
Central Services							
Related Costs Total:							
Expense							
2120 Printing & Binding							
2130 Travel							
3040 Contractual Services							
3310 Transportation							
4160 Governmental Meetings							
6010 Office Supplies		1,810					
6020 Operating Supplies							
7300 Equipment							
Expenses Total:							
Grand Total:		\$	1,810		\$1,810		

Grant Award Notification and Acceptance
Detail of Positions Salary Costs for Grant

Department: City Attorney	Project Name: 2010 PSN Surplus Funds						Other Funding Sources									
	Total New	Existing	Grant Funding		Reimbursable*		City		Non-City							
			No.	Cost	No.	Cost	No.	Cost	No.	Cost						
Job Classification																
n/a																
Total:																
Indicate classification code by each position and percentage of time spent on this grant. The amounts shown here should only reflect salary costs. Related costs (fringe benefits, department administration and central services) are separate and when combined with salaries, will result in the full costs for personnel. *Reimbursable costs are savings to the City. These costs would include all currently City funded positions working for the specified grant program activities that will be reimbursed by grant funds.																
**Non-reimbursable costs may not be reimbursed by the Grant but could be used as a Match or as additional costs needed to enhance the program.																



Cal EMA

CALIFORNIA EMERGENCY
MANAGEMENT AGENCY

January 17, 2013

Janette Flintoft, Grant Specialist
Los Angeles, City of
200 North Main Street, 7th Floor
Los Angeles, CA 90012-4110

Subject: **NOTIFICATION OF APPLICATION APPROVAL**
Project Safe Neighborhoods
Award #: US12 01 7250, Cal EMA ID: 037-44000

Dear Ms. Flintoft:

Congratulations! The California Emergency Management Agency (Cal EMA) has approved your application in the amount of \$1,810, subject to Budget approval. A copy of your approved subgrant is enclosed for your records.

Cal EMA will make every effort to process payment requests within 60 days of receipt.

This subgrant is subject to the Cal EMA Recipient Handbook. You are encouraged to read and familiarize yourself with the Cal EMA Recipient Handbook, which can be viewed on Cal EMA's website at www.calema.ca.gov.

Any funds received in excess of current needs, approved amounts, or those found owed as a result of a close-out or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal EMA.

Should you have questions on your subgrant, please contact your Program Specialist.

PSVS Grant Processing

Enclosure

c: Recipient's file