

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0130-02060-0002

Date: August 4, 2017

To: The Mayor
The CouncilAttn: Mandy Morales, Mayor's Office
Michael Espinosa, City Clerk's Office

From: Richard H. Llewellyn, Jr., Interim City Administrative Officer

Subject: **GRANTS PILOT PROGRAM – GRANT ACCEPTANCE PACKET FOR THE 2017-18 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM/CALIFORNIA BOARD OF STATE AND COMMUNITY CORRECTIONS (BSCC), 2017 DRUG ENFORCEMENT, EDUCATION AND PREVENTION (DEEP) SUB-AWARD THROUGH LOS ANGELES COUNTY**

Attached is the Grant Acceptance Packet for the 2017-18 Edward Byrne Memorial Justice Assistance Grant (JAG) Program/California Board of State and Community Corrections (BSCC), sub-award in the amount of \$99,264 received by the City Attorney's Office from the County of Los Angeles to support the Drug Enforcement, Education and Prevention (DEEP) program. This third year sub-award amount added to two prior year funding allocations (\$105,600 + \$129,810), results in a new total of \$244,674. The funding will cover a one-year performance period (January 1, 2017 – December 31, 2017). The grant finances one Deputy City Attorney II position to provide services to abate locations with chronic gang and narcotic activities, including investigating and abating public nuisance properties and prosecuting individuals and/or entities that commit and/or permit criminal activities (narcotics or gangs) within the properties. 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

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

RHL:ACA:CLF:04180009c

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

Recipient City Department: Office of the City Attorney		Award Notification Date: May 2017	
Grant Award Title: Drug Enforcement, Education, and Prevention (DEEP) Program		Grant Amount: \$99,264 Prior Grant Award(s): \$129,840	
Awarding Agency: Edward Byrne Memorial Justice Assistance Grant (JAG) Program			
Grant Agreement Number/Reference:		Performance Start Date: January 1, 2017	Performance End Date: December 31, 2017
Purpose: The Office of the City Attorney requests authority to accept a sub-recipient grant funding of \$99,264 from the County of Los Angeles for the Drug Enforcement, Education, and Prevention (DEEP) program, wherein the Office of the City Attorney participates in a multi-stakeholder collaboration to combat mid to high level narcotics trafficking throughout Los Angeles County. Through continuation grant funding, the Office of the City Attorney will maintain staffing to abate chronic gang and narcotic activities from January 1, 2017 to December 31, 2017.			

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 Office of the City Attorney requests approval to accept \$99,264 in grant funding for the Drug Enforcement, Education, and Prevention (DEEP) program. These funds originate from the Bureau of Justice Assistance and pass-through the California Board of State and Community Corrections (BSCC). BSCC allocates formula grant funds to the County of Los Angeles to operate the DEEP program, of which the Office of the City Attorney received \$99,264 as a sub-recipient. The funds will support the salary of one Deputy City Attorney II to abate locations with chronic gang and narcotic activities, including investigating and abating public nuisance properties and prosecuting individuals and/or entities that commit and/or permit criminal activity (narcotics and gangs) within these properties.

The total cost of the program is \$262,238 and will cover a period of January 1, 2017 to December 31, 2017. The grant award will cover \$99,264 for salary costs and the General Fund contribution is \$162,974. It is anticipated that the City will receive revenue from the grant enforcement activities. These revenues, in the form of reimbursement for attorneys' fees and investigative costs awarded as part of the court judgements, will be deposited into the City's General Fund revenue account.

The related General Fund costs have been included in the City Attorney's FY 2017-18 Adopted Budget.

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:

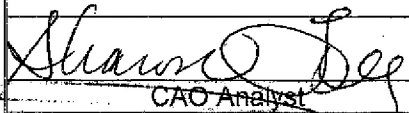
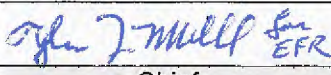
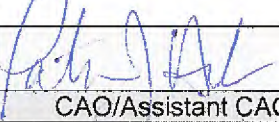
1. Approve and authorize the City Attorney, or designee, to accept the grant award in the amount of \$99,264 for the Drug Enforcement, Education, and Prevention (DEEP) program, for the period of January 1, 2017 to December 31, 2017;
2. Authorize the Controller to:
 - a. Establish a receivable in the amount of \$99,264 within Fund 368, Department 12;
 - b. Establish Appropriation Account within Fund 368, Department 12, as follows:
Account 12P631 - Byrne JAG - DEEP Program - \$99,264
 - c. Upon receipt of grant funds, transfer up to \$48,284 from Fund 368, Department 12, Account 12P631 to Fund 100, Department 12, Account No. 001010 - Salaries General; and,
 - d. Upon receipt of grant funds, transfer up to \$50,980 from Fund 368, Account 12P631 to Fund 100, Revenue Source 5301 - Reimbursement from Other Funds, for salary expenses incurred from January to June 2017.
3. Authorize the City Attorney to prepare Controller's 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):

General Fund contribution is \$162,974 for salaries, fringe benefits and indirect costs. It is anticipated that this amount will be reimbursed through the recoupment of attorney's fees and investigative costs included in the court final judgments as part of the grant enforcement activities. Approval of this request will allow for the disbursement of funds from the Bureau of Justice Assistance Edward Byrne Memorial Justice Assistance Grant. There is no required match 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 the continuation of the grant.

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 CAO Analyst	 Chief	 CAO/Assistant CAO	7/21/17 Date
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