

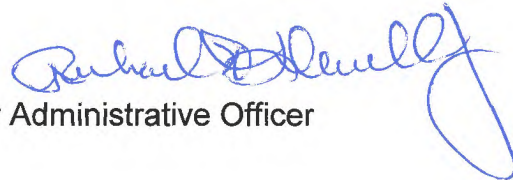
CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0130-01931-0004

Date: August 25, 2017

To: The Mayor
The CouncilAttn: Mandy Morales, Mayor's Office
Sharon Dickinson, City Clerk's Office

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

Subject: **GRANTS PILOT PROGRAM - VICTIM EMERGENCY ASSISTANCE PROGRAM GRANT AWARD EXTENSION FROM JULY 2017 THROUGH JUNE 2020**

Attached is the Grant Award and Acceptance Determination for a 36-month grant award extension for the Victim Emergency Assistance Program (VEAP) in the City Attorney's Office from the State of California Victim Compensation Board (CalVCB). The extension will maintain a \$300,000 revolving fund used to provide emergency financial assistance to victims and witnesses of crime. The grant extension performance period is from July 1, 2017 to June 30, 2020. Since 2001, the CalVCB has contracted with the City Attorney's Office to administer the VEAP which reimburses victims and witnesses to crimes who would otherwise suffer hardship for expenses such as funeral and burial, domestic violence relocation, crime scene clean-up, and other emergencies. The City Attorney's Office issues emergency payments to claimants from the revolving account and then processes claims for reimbursements from CalVCB to replenish the account. As a participant in the Grants Pilot Program, this Department submitted the packet for review and analysis by the CAO Grants Oversight Unit.

This Office reviewed the Grant Acceptance Packet for completeness, conducted a concise analysis and prepared a Fiscal Impact Statement. The Acceptance Packet consists of the following:

- Review of Grant Award and Acceptance Determination
- Department Request for Acceptance of Grant Award
- Grant Agreement

If you have any questions about the Grant Acceptance Packet, please contact Shafia Mir at 213-978-7687.

RHL:SAM:02180017D

Attachment

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

Recipient City Department: Office of the City Attorney		Award Notification Date: June 2017	
Grant Award Title: Victim Emergency Assistance Program (VEAP)		Grant Amount: \$300,000 Prior Grant Award(s): \$300,000	
Awarding Agency: California Victim Compensation Board			
Grant Agreement Number/Reference: VC-7098	Performance Start Date: July 1, 2017	Performance End Date: June 30, 2020	
Purpose: The Office of the City Attorney requests approval for a 36-month grant award extension for the Victim Emergency Assistance Program (VEAP). The extension will maintain a \$300,000 revolving fund, which is used to provide emergency financial assistance to victims and witnesses of crime. The grant performance period is July 1, 2017 to June 30, 2020.			

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 administers the Victim Assistance Program (VAP) and provides assistance to victims and witnesses of crimes such as domestic violence, child and elder abuse, hate crimes, sexual assault, robbery and assault, drunk driving, hit and run, and homicide. Since 2001, the State of California Victim Compensation Board (CalVCB) (formerly the Victim Compensation and Government Claims Board) has contracted with the City of Los Angeles' City Attorney's Office to administer the Victim Emergency Assistance Program (VEAP) (C.F. 01-1418). The City Attorney's Office maintains a revolving account to pay for expenses of a victim or witness of crime on an emergency basis who would otherwise suffer hardship without the emergency payment. These expenses include funeral and burial expenses, domestic violence relocation expenses, crime scene clean-up expenses, and other emergency expenses. The City Attorney's Office issues emergency payments to claimants from the revolving account and then processes claims for reimbursements from CalVCB to replenish the account.

The City Attorney's Office requests approval to continue contracting with the CalVCB for the VEAP for an additional three years from July 1, 2017 to June 30, 2020. No matching funds are required.

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:

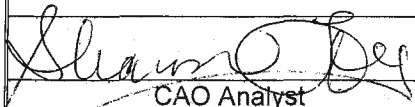

1. Authorize the City Attorney, or designee, to approve the Standard Agreement with the State of California Victim Compensation Board (CalVCB) for the period of July 1, 2017 to June 30, 2020, subject to the approval of the City Attorney as to form and legality;
2. Authorize the Controller to maintain the revolving account entitled "Victim Emergency Award Payment" (VEAP) within Fund 368, Department 12, administered by the Office of the City Attorney;
3. Adopt the attached Resolution requested by the CalVCB for receipt of the grant award; and,
4. Authorize the City Attorney, or designee, 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 reimbursement of emergency expenses paid by the City Attorney's Office related to assisting victims and witnesses of crimes. 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 this grant.

 CAO Analyst	 Chief	 CAO/Assistant CAO	 Date
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