

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5000

Sponsor(s): Dan Tarwater III

Date: August 14, 2017

SUBJECT	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance Project/Title: An Ordinance transferring \$8,092.50 and appropriating funds for the acceptance of the Victims of Crime Act (VOCA) Grant contract amendment in the total amount of \$68,575.35.																																			
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:60%;">Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$68,575.35</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$68,575.35</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td colspan="2"> Source of funding (name of fund) and account code number; </td> </tr> <tr> <td colspan="2">FROM</td> </tr> <tr> <td>008- Anti Drug Sales Tax Fund; 2810 – Undesignated Fund Balance</td> <td style="text-align: right;">FROM ACCT \$60,482.85</td> </tr> <tr> <td>008 – Anti Drug Sales Tax Fund; 4156 – Pros Comm/Crime/Drug Prevention; 56798 – Grant Match</td> <td style="text-align: right;">\$8,092.50</td> </tr> <tr> <td colspan="2">TO</td> </tr> <tr> <td colspan="2">TO ACCT</td> </tr> <tr> <td>008-Anti Drug Sales Tax Fund; VOCA; 55010 Regular Salary</td> <td style="text-align: right;">\$ 1,536.00</td> </tr> <tr> <td>008-Anti Drug Sales Tax Fund; VOCA; 55040 FICA</td> <td style="text-align: right;">117.51</td> </tr> <tr> <td>008-Anti Drug Sales Tax Fund; VOCA; 55050 Pension</td> <td style="text-align: right;">1,881.90</td> </tr> <tr> <td>008-Anti Drug Sales Tax Fund; VOCA; 55060 Insurance</td> <td style="text-align: right;">7.68</td> </tr> <tr> <td>008-Anti Drug Sales Tax Fund; VOCA; 55110 Workmen's Comp</td> <td style="text-align: right;">24.58</td> </tr> <tr> <td>008 Anti Drug Sales Tax Fund; VOCA; 55070 Unemployment Ins</td> <td style="text-align: right;">7.68</td> </tr> <tr> <td>008 – Anti Drug Sales Tax Fund; VOCA Grant; 56790 Other Contractual Services</td> <td style="text-align: right;">65,000.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p>		Amount authorized by this legislation this fiscal year:	\$68,575.35	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$68,575.35	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		FROM		008- Anti Drug Sales Tax Fund; 2810 – Undesignated Fund Balance	FROM ACCT \$60,482.85	008 – Anti Drug Sales Tax Fund; 4156 – Pros Comm/Crime/Drug Prevention; 56798 – Grant Match	\$8,092.50	TO		TO ACCT		008-Anti Drug Sales Tax Fund; VOCA; 55010 Regular Salary	\$ 1,536.00	008-Anti Drug Sales Tax Fund; VOCA; 55040 FICA	117.51	008-Anti Drug Sales Tax Fund; VOCA; 55050 Pension	1,881.90	008-Anti Drug Sales Tax Fund; VOCA; 55060 Insurance	7.68	008-Anti Drug Sales Tax Fund; VOCA; 55110 Workmen's Comp	24.58	008 Anti Drug Sales Tax Fund; VOCA; 55070 Unemployment Ins	7.68	008 – Anti Drug Sales Tax Fund; VOCA Grant; 56790 Other Contractual Services	65,000.00
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	OTHER FINANCIAL INFORMATION: <input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: \$ _____ Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____																																			
PRIOR LEGISLATION	Prior ordinances and (date): 4590 (11/13) ; 4804 (11/15); 4845 (5/16)																																			

	Prior resolutions and (date):	
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Gina Robinson, Chief of Operations 881-3369	
REQUEST SUMMARY	<p>An ordinance accepting a contract amendment to the VOCA Grant awarded to Jackson County by the Department of Public Safety for the funding of salary increases, victim/witness support services and mental health assistance. The amount of the contract amendment is \$60,482.85 with a required grant match of \$8,092.50. The term of this grant is 4/1/2017 through 9/30/17.</p> <p>Please appropriate \$60,482.85 from 008-2810 and transfer \$8,092.50 from 008-4156-56798 into the following account: 56790 Other Contractual Services \$65,000, \$1,536 Regular Salaries, \$117.51 FICA, \$1,881.90 Pension, and \$39.94 for Insurance Benefits.</p>	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Award of Contract, Budgets	
REVIEW	Department Director: <i>Juan Peters Baker</i>	Date: <i>8/2/17</i>
	Finance (Budget Approval): <i>If applicable</i> <i>Suzal Mather</i>	Date: <i>8/7/17</i>
	Division Manager: <i>[Signature]</i>	Date: <i>8/7/17</i>
	County Counselor's Office: <i>[Signature]</i>	Date: <i>[Signature]</i>

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this ^{transfer and} appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
<i>008-2810</i>	<i>Anti Drug Sales Tax Fund - Unassigned Fund Balance</i>	<i>\$ 60,482.85</i>

- 008-4156-56798* This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

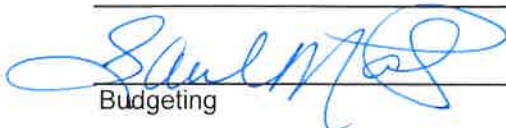
Supplemental Appropriation Request Jackson County, Missouri

Funds sufficient for this transfer and appropriation are available from the source indicated below.

Date: August 7, 2017

ORD # 5000

Department / Division	Character/Description	From	To
Anti-Drug Sales Tax Fund - 008			
4156 - Pros Comm Crim/Drug Prev	56798 - Grant Match	8,093	
4107 - VOCA	45860 - Increase Revenues	60,483	
2810	Undesignated Fund Balance		68,576
2810	Undesignated Fund Balance	68,576	
4107 - VOCA	55010 - Salary		1,536
4107 - VOCA	55040 - FICA		117
4107 - VOCA	55050 - Pension		1,882
4107 - VOCA	55060 - Insurance		8
4107 - VOCA	55110 - Work Comp		25
4107 - VOCA	55070 - Unemployment Ins		8
4107 - VOCA	56790 - Other Contractual Services		65,000

 8/7/17

Budgeting

Missouri Department of Public Safety

Subaward Adjustment

2016-VOCA-025-NW-Victims of Crime Act (VOCA)

Victims of Crime Act (VOCA)

Subaward Adjustment ID:	01	Submitted By:	
Subaward Adjustment Type:	Budget Revision	Submitted Date:	01/10/2017
Status:	Submitted	Last Submitted Date:	06/21/2017
Organization:	Jackson County, Prosecutor's Office		

Contract Adjustment Justification

Justification*

Please explain the reason for the requested adjustment and include the effective date. State the need for the change and how the requested revision will further the objectives of the project.

Personnel Costs

Personnel

The three (3) Victim Advocates, for whom we are requesting additional VOCA funds for this project, are responsible for addressing the needs of crime victims throughout Jackson County area. Their responsibilities include notification of court dates, providing information regarding restitution, case status, assistance with filing for crime victims' compensation, victims impact statements, creditor intercession and making safety plans. They also provide criminal justice support and advocacy, encouragement and support and make referrals for counseling, shelters, support groups and other resources.

Effective 1/1/17 each victim advocate received a 2% merit increase:

$\$1280.00$ (current gross salary per pay period) x 2% increase = $\$1305.60$ /pay period x 20 pay periods x 3 victim advocates = $\$78,336.00$.

We are requesting \$1,536.00 in additional Federal funds for these three (3) positions to cover the merit increases.

Personnel Benefits

The following fringe benefit increases are also requested based on new salary amounts for the three (3) Victim Advocate positions:

FICA/Medicare – 7.65% of salary = \$5992.70

Disability Insurance – 0.5% of salary = \$756.48

Unemployment Comp – 0.5% of salary = \$756.48

Worker's Comp – 1.6% of salary = \$2420.74

Pension* – 16.52% of salary = \$12,941.11

****The pension rate for 2016 was 14.4%; effective January 1, 2017 the pension rate increased to 16.52%. We are requesting additional funds in the amount of \$1881.90 to cover the pension increase from 14.4% to 16.52% for 2017 pay periods 1 - 20.***

Budget Justification

The budget modification request for personnel costs is to cover the costs associated with the following: 1) Merit and/or salary adjustment that were approved during the County's FY17 budget and/or as a result of Union negotiations; 2) fringe benefits adjustments for those items tied to salary; and 3) increase to the Jackson County's pension contributions for the three (3) victim advocate positions authorized through the VOCA grant award. The County's pension for 2017 is 16.52 compared to the 2016 rate of 14.4%. These increases were not factored in the initial grant application submitted for the current award period. Revised budget and pension rate increase explanation are attached.

Total Personnel Increase: \$3575.35

Contractual Services

Immediate Health and Safety Request

Mental Health Assistance Request

Many times, victims of crime have limited or no resources to deal with the financial burdens of the violent act(s) perpetrated against them. The Jackson County Prosecutor's Office would like to offer assistance in recovering financial losses and other crime related expenses, which are not covered by insurance. This would include assistance with home repairs (i.e. replacement of doors, windows, and/or locks in the event of a home invasion or domestic assault), emergency food, shelter, clothing, and/or transportation services.

Additionally, our office is fully aware of the traumatic affects a victim of crime may face when attempting to getting his/her life back on track. Therefore, our office would like to work with other social and community service agencies in an effort to provide direct services to assist with dealing with these traumatic experiences through counseling services (behavioral trauma) and intensive therapy sessions (trauma informed care) when needed. Such efforts promote rebuilding the decayed trust between victims, law enforcement and criminal justice agencies resulting in the ability to work together to decrease crime and violence in our community.

Under this area of funding, the victim would be the direct recipient in cases which the Jackson County Prosecutor's Office has charged the defendant(s) and proceeding with prosecutorial efforts. If awarded, the Jackson County's Prosecutor's Office will put out an RFP and award to outside agencies that would serve as sub-contractor for delivery of services for victim/witness support. It is the goal of the office, to award four (4) contracts to outside agencies based on geographic locations with the highest number of crimes reported in each area. Each agency would have an emergency response team comprised of an agency staff member, trained volunteer(s), Counselor and/or MASW Intern, Client Advocate and/or Clergy person, to go to the home, hospital or actual site of a known shooting (or other intentional injury) incidents within 72 hours of notification by the prosecutor's staff. The teams will also deploy to meet with the victim(s) at a secure location and will distribute food, water and/or other supplies (if needed), along with educational materials to raise awareness about local services, assessment of any home repairs (broken windows, locks, doors, etc.) as a result of the act of violence and coordination of repair services that may be offer, and follow-up assistance to reduce further crime and violence from occurring and connect community members to much needed services.

Additionally, each agency would contract with licensed therapists who will engage in counseling services and trauma informed care for victim(s) (individuals and/or families) who are the survivors or victims of violence.

Other services include offered:

- 24Hr Community Hotline (816) 753-1111

- Customized one-on-one case management using risk reduction plans to offer long-term solutions to help clients step out of high-risk lifestyles

- Advocacy and support for obtaining assistance with property damage, and victim compensation.

- Provide grief education and assist members with coping skills to reduce substance abuse.

We are requesting \$50,000 in federal/state funds for Immediate Health and Safety services.

We are requesting \$15,000 in federal/state funds for Mental Health Assistance.

Budget Justification

These funds are not being requested as pass through to any particular agency. Since the services would have been solicited through the County’s Procurement process, there is no draft contract in place at this time. Contracting with outside agencies for these services are contingent upon receipt and approval of the VOCA funding request. If awarded, a RFP will be posted for agencies to apply and will outline the scope for service to be delivered. Pricing will be determined and negotiated based on the RFP’s submitted and in accordance with the County’s Procurement policies and VOCA grant requirements. However, for the purpose of this request, the department was projecting the cost per contract would range between \$15,000-\$25,000 based on the number of cases, victims serviced, services to be provided in the geographic area(s) identified as with “high” crime rates.

Total Contractual Request \$65,000.00

Budget Adjustment

Row	Current Budget	Revised Amount	Net Change
Personnel	\$253,007.04	\$254,543.04	\$1,536.00
Personnel Benefits	\$91,470.82	\$93,510.17	\$2,039.35
Personnel Overtime	\$0.00	\$0.00	\$0.00
Personnel Overtime Benefits	\$0.00	\$0.00	\$0.00
PRN Time	\$0.00	\$0.00	\$0.00
PRN Benefits	\$0.00	\$0.00	\$0.00
Volunteer Match	\$0.00	\$0.00	\$0.00
Travel/Training	\$4,860.00	\$4,860.00	\$0.00
Equipment	\$3,638.01	\$3,638.01	\$0.00
Supplies/Operations	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$65,000.00	\$65,000.00
Renovation/Construction	\$0.00	\$0.00	\$0.00
Totals	\$352,975.87	\$421,551.22	\$68,575.35

Federal/State and Local Match Share

Row	Current Budget	Current Percent	Revised Amount	Revised Percent	Net Change
Total Federal/State Share	\$276,402.43	78.31%	\$336,885.28	79.92%	\$60,482.85
Total Local Match Share	\$76,573.44	21.69%	\$84,665.94	20.08%	\$8,092.50

Confirmation

Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.

Authorized Official Name:* Frank White, Jr.
Title:* County Executive
Date:* 01/10/2017

Attachments

Description	File Name	File Size
Proposed budget for 33% increase	Jackson Co PA (6-20-17).xlsx	26 KB
Pension Increase Letter	Jackson County Pension letter.pdf	73 KB

Feedback

Contractual Expenses (Immediate Health & Safety Assistance and Mental Health Assistance) - State VOCA administrators must approve RFPs and contracts before final approval is given for these budget items.



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Subaward Adjustments

Subaward Adjustment Details

Print to PDF | Negotiation | Edit Approval | Withdraw | Feedback

2016-VOCA-025-NW-Victims of Crime Act (VOCA)

Victims of Crime Act (VOCA)

Subaward Adjustment ID:	01	Submitted By:	
Subaward Adjustment Type:	Budget Revision	Submitted Date:	01/10/2017
Status:	Submitted	Last Submitted Date:	06/21/2017
Organization:	Jackson County, Prosecutor's Office		

Subaward Adjustment Approval

Level	Approved By	Approved Date	Approval	Comments
1	Kristina Kirchhoff-Welch	06/22/2017	Approved	
2	Lisa Harrison-Lineback	06/27/2017	Approved	

Contract Adjustment Justification

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PRN Benefits	\$0.00	\$0.00	\$0.00
Volunteer Match	\$0.00	\$0.00	\$0.00
Travel/Training	\$4,860.00	\$4,860.00	\$0.00
Equipment	\$3,638.01	\$3,638.01	\$0.00

Supplies/Operations	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$65,000.00	\$65,000.00
Renovation/Construction	\$0.00	\$0.00	\$0.00
Totals	\$352,975.87	\$421,551.22	\$68,575.35

Federal/State and Local Match Share

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Total Federal/State Share	\$276,402.43	78.31%	\$336,885.28	79.92%	\$60,482.85
Total Local Match Share	\$76,573.44	21.69%	\$84,665.94	20.08%	\$8,092.50

grant match

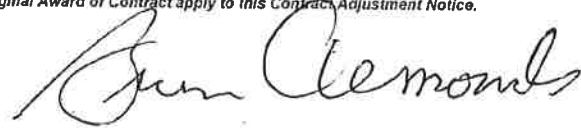
Confirmation

Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.

Authorized Official Name: Frank White, Jr.
 Title: County Executive
 Date: 01/10/2017

All terms and conditions of the original Award of Contract apply to this Contract Adjustment Notice.

DPS Authorized Official/Designee Signature:



Date:

9.12.17

Attachments

Description	File Name	File Size
Proposed budget for 33% increase	Jackson Co PA (6-20-17).xlsx	26 KB
Pension Increase Letter	Jackson County Pension letter.pdf	73 KB

Feedback

Contractual Expenses (Immediate Health & Safety Assistance and Mental Health Assistance) - State VOCA administrators must approve RFPs and contracts before final approval is given for these budget items.

Missouri Department of Public Safety

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Grant Tracking

Grant: 2016-VOCA-025-NW - Victims of Crime Act (VOCA) - 2016

Status: Underway

Program Area: Victims of Crime Act (VOCA)

Grantee Organization: Jackson County, Prosecutor's Office

Program Officer: Lisa Harrison-Lineback

Awarded Amount: \$336,885.27 — Total

276,403 Ord. 4845 5/23/16
60,483 this RLA

Instructions

Subrecipients shall submit a Subaward Adjustment request to the MO Department of Public Safety for any program revisions or budget revisions within 30 days prior to the proposed change taking effect, and at least 30 to 60 days prior to the end of the subaward (depending on the program area).

Program revisions may include, but not be limited to:

- 1) Change in project site or service area
- 2) Change in scope of programmatic activities or purpose of the project
- 3) Change in applicant agency
- 4) Other changes that may affect the approved program

Budget revisions may include, but not be limited to:

- 1) Changes that increase or decrease the cost and/or number of units of an item within a budget category
- 2) Addition of a new line item in any budget category
- 3) Change in expenditure amounts from budget category to budget category

There are multiple forms to complete for a Subaward Adjustment. All applicable forms must be marked complete before the request may be submitted. Once the request is submitted, the appropriate person(s) at DPS will be notified to review the request. Follow-up action will depend on the type of request submitted but the Subrecipient will be notified accordingly.

Prior approval in the form of a Subaward Adjustment Notice form must be received from the MO Department of Public Safety for any program or budget revisions. Final signed Subaward Adjustment Notices will be uploaded under the Subaward Adjustment Notice component of WebGrants.

Subaward Adjustments

Return to Components | Add

ID	Type	Status	Submitted Date
2016-VOCA-025-NW - 01	Budget Revision	Approved	01/10/2017

Last Edited By:

Tina M. Wise

From: dpswebgrants@dps.mo.gov
Sent: Thursday, July 13, 2017 9:48 AM
To: Tina M. Wise
Cc: dbellamaganya@gmail.com; Jill Icenhower
Subject: DPS WebGrants: Subaward # 2016-VOCA-025-NW - Subaward Adjustment Approved

*****DO NOT REPLY TO THIS EMAIL*****

The Subaward Adjustment for the following grant has been approved:

Program Area: Victims of Crime Act (VOCA)
Subaward Number: 2016-VOCA-025-NW
Project Title: Victims of Crime Act (VOCA)
Subrecipient Name: Jackson County, Prosecutor's Office
Primary Contact: Tina Wise

Please take a minute to refer to the Feedback section at the bottom of the Subaward Adjustment for any notes added by the MO Department of Public Safety. To view this information, please log into the WebGrants system at <https://dpsgrants.dps.mo.gov> and click 'My Grants'. Select the applicable grant as listed above and then click the component "Subaward Adjustment". Select the appropriate Subaward Adjustment and scroll to the bottom of the page. If the MO Department of Public Safety did not add notes, you will not see a Feedback section.

A copy of the approved, signed Subaward Adjustment Notice can be obtained in the WebGrants system under the component "Subaward Adjustment Notices".

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