

City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 1, 2004

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *ps*

SUBJECT: ACCEPTANCE OF GRANT FUNDING FROM THE VIRGINIA DEPARTMENT OF CRIMINAL JUSTICE SERVICES TO BE ADMINISTERED BY THE COURT SERVICE UNIT

**ISSUE:** City Council acceptance of grant funding, in the amount of \$8,280, from the Virginia Department of Criminal Justice Services to develop and publish a Spanish and English Juvenile Court Guide and train the Court Service Unit staff to use technical legal terms in the Spanish language.

**RECOMMENDATION:** That City Council:

- (1) Approve the acceptance of the JABG One Time Special Funding Initiative; and
- (2) Authorize the City Manager to executive all necessary documents.

**BACKGROUND:** On August 18, 2004 the City applied to the Virginia Department of Criminal Justice Services for federal grant funding under the Juvenile Accountability Block Grant (JABG) 2004 One Time Special Funding Initiative. The application was submitted pending approval by Council. These monies are available on a reimbursement basis only and must be expended or obligated during the award period, no sooner than September 1, 2004 and no later than December 31, 2004.

**DISCUSSION:** The purpose of the JABG 2004 One Time Special funding award will be to (1) develop and publish a Juvenile Court Guide, in both Spanish and English to assist the community in better understanding the Juvenile Court legal system; and (2) provide training to the Court Service Unit staff to speak Spanish at level II proficiency and be able to utilize technical legal terms to better assist Alexandria's Spanish speaking public.

**FISCAL IMPACT:** The City has been awarded a total of \$8,280 under the JABG 2004 One Time Special Funding Initiative. The City has no responsibility of providing matching monies.

**STAFF:**  
 Lillian Brooks, Director of Court Services  
 Bruce Johnson, Director, OMB  
 Carol Moore, Sr. Budget/Management Analyst, OMB