

EXHIBIT NO. 1

City of Alexandria, Virginia

MEMORANDUM

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9-14-02

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~~9-18-02~~

DATE: SEPTEMBER 4, 2002

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER

SUBJECT: SUBMISSION OF A RENEWAL GRANT APPLICATION AND
PUBLIC HEARING ON THE LAW ENFORCEMENT BLOCK GRANT
PROGRAM FOR FY 2003

ISSUE: Consideration of a renewal grant application to the U.S. Department of Justice for the Local Law Enforcement Block Grant (LEBG) Program, in the amount of \$108,793 in federal funds and \$12,088 in local matching funds (Attachment 1).

RECOMMENDATIONS: That City Council set this item for public hearing on Saturday, September 14, 2002 to receive comments on the grant, as required by the U.S. Department of Justice; and following the public hearing:

- (1) approve the submission of the City's on-line grant application, in the amount of \$120,881, of which 90 percent, or \$108,793, will be federal funds, and 10 percent, or \$12,088, will be provided from the FY 2003 Police Department operating budget for the local match; and
- (2) authorize the City Manager to execute any documents that may be required to receive the grant and release the grant funds to the City for expenditure.

DISCUSSION: In June 2002, Police staff received an email notification that the federal FY 2002 grant application process was open on-line through the U.S. Department of Justice's web site. Staff completed the application, and the renewal grant was awarded on June 29, 2002, contingent upon City Council's approval of the grant submission within 90 days.

The federal grant application requires that a local advisory board review the proposed grant program. The Alexandria Community Criminal Justice Board has reviewed and endorsed previous LEBG grant applications. On August 26, 2002, the Board transmitted its endorsement of the grant renewal to Police Chief Samarra (Attachment 2).

Federal rules also require that a public hearing be held on the proposed use of grant funds prior to the obligation of the funds. To comply with this requirement, the grant submission will be set for public hearing on September 14, 2002.

The federal Local Law Enforcement Block Grant (LEBG) program was first funded in FY 1997. This grant, if approved, will be the City's sixth grant under the LEBG program, and will enable the continuation of the Police Department's Part I Crimes Task Force. This group addresses auto thefts and other serious crimes in Alexandria, and has significantly lowered the rate of auto thefts in Alexandria since its inception in March 1996. In 1995 a total of 1,183 auto thefts occurred in Alexandria. In 2001, total auto thefts were 772, a reduction of 35 percent over 6 years.

Police staff propose to obtain a renewal grant for FY 2003 that will pay for overtime costs for the Part I Crimes Task Force for about 5 months during the year. A typical task force consists of 5 officers working 5 days per week in flexible 8-hour shifts. The estimated overtime cost for the operation is \$149,600 (5 officers x 40 hours per week x \$34 x 22 weeks). Staff will ensure that total costs attributed to grant funds do not exceed the authorized grant amount.

The City share of the grant is used to lease undercover vehicles for the task force officers under an existing rental vehicle agreement. Without the LEBG grant, the Police Department would be unable to fund targeted enforcement efforts of this magnitude.

FISCAL IMPACT: The total proposed grant is \$120,881 and will be used to fund police officer overtime for Part I crime task forces in an amount not to exceed \$108,793 (the federal share of 90 percent). Undercover rental vehicles for task force members to use for surveillance will cost approximately \$12,088 (the required local share of 10 percent, funded from budgeted Police operating funds in FY 2003).

In addition, the City is responsible for the normal administrative costs associated with the grant. These costs include financial and reporting oversight provided by the administering agency, the Office of Management and Budget and the Finance Department.

ATTACHMENTS:

Attachment 1 – Application to Renew the Local Law Enforcement Block Grant Program for federal FY 2002 (printed from the Internet application site).

Attachment 2 – Endorsement Letter from Mark Baran, Chair, Alexandria Community Criminal Justice Board, August 21, 2002.

STAFF:

Charles Samarra, Chief of Police

Michele Evans, Assistant City Manager

Amy Flenniken, Division Chief, Police


Joe Hilleary, Deputy Chief, Police

City of Alexandria, Virginia

MEMORANDUM

DATE: JUNE 17, 2002

TO: PHILIP SUNDERLAND, CITY MANAGER

FROM: CHARLES SAMARRA, CHIEF OF POLICE 

SUBJECT: ON-LINE APPLICATION FOR RENEWAL OF LAW ENFORCEMENT
BLOCK GRANT (LEBG) FUNDS

The purpose of this memorandum is to advise you that we have applied for a renewal of our Law Enforcement Block Grant under the U.S. Department of Justice FY 2002 program. This is the sixth year of potential grant funding. The City share is handled within our operating budget, normally from seized asset funds.

In 1998 the Bureau of Justice Assistance (BJA), which administers this grant program, changed from a paper-based to an on-line application process. This has greatly simplified the administrative burden of the LEBG program for local governments. Amy Flenniken of my staff is the City's designated point of contact for this grant.

BJA predetermines the funding eligibility for each Virginia locality. In Alexandria's case the funding available for this year is \$108,793. This is \$36,000 less than our FY 2001 award of \$145,000, primarily attributable to Bush Administration reductions in the grant program funding. The application was electronically submitted on June 14, 2002. It requests a total grant of \$120,881, of which 90% or \$108,793 in federal funds would be used for police officer overtime to conduct our Part I Crimes Task Force operations. The City share of \$12,088, or 10%, will be used for vehicle rentals for the undercover task force officers. We rely on this grant to operate the GLA Task Force and other Part I crime suppression efforts.

Upon receiving notification of an official award, we will seek endorsement of the grant from the Community Criminal Justice Board as required by the federal government. We also will seek City Council's approval to officially accept this renewal grant within 90 days.

Attachments: Copy of on-line LEBG Application

Staff: Amy Flenniken, Division Chief

cc: Michele Evans, Assistant City Manager
Gene Swearingen, OMB Director

Application was submitted on June 14, 2002 01:41:16 PM EDT.

LLEBG FY 2002 Application			
Date Certified : 14-JUN-02		Date Submitted : 14-JUN-02	
Jurisdiction Information			
Jurisdiction: Alexandria City	County:	State: VIRGINIA	CDFA Number: 16.592
Budget Information			
Eligible Award Amount: \$108,793	Final Award Amount: \$108,793	Match Amount: \$12,088	Matching Funds Description: Equitable Sharing Program (Asset Forfeiture)
CEO Information			
Title: City Manager	Name Prefix: Mr.	Last Name : Sunderland	First Name : Philip
Address: Alexandria City Hall 301 King Street Alexandria, VA 22314-3211	Telephone: 703 838-4300	Fax: 703 838-6343	Email: amy.flenniken@ci.alexandria.va.us
Program Contact Information			
Title: Division Chief	Name Prefix: Mrs.	Last Name : Flenniken	First Name : Amy
Address: 2003 Mill Road Alexandria, VA 22314-4658	Telephone: 703 706-3981	Fax: 703 838-6345	Email: amy.flenniken@ci.alexandria.va.us
Application Details			
Date Agreed to Trust Fund Requirement: 14-JUN-02		Applicant is PSOHB Compliant: Yes	
Date Agreed to SPOC Requirement: 14-JUN-02		Date Agreed to SAA Review Requirement: 14-JUN-02	
Date Agreed to Certifications: 14-JUN-02		Date Agreed to Assurances: 14-JUN-02	

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City of Alexandria, Virginia



ALEXANDRIA COMMUNITY CRIMINAL JUSTICE BOARD

August 21, 2002

Officers

Mark Baran
Citizen Member
Chair

S. Randolph Sengel
Commonwealth's Attorney
Vice Chair

James H. Dunning
Sheriff
Secretary

Chief Charles Samarra
Alexandria Police Department
Alexandria
Virginia 22314

Dear Chief Samarra:

On behalf of the Alexandria Community Criminal Justice Board, I am happy to provide formal endorsement of the renewal grant application to the U.S. Department of Justice for the Law Enforcement Block Grant (LEBG) Program for FY 2003. The amount is \$108,793 in federal funds and \$12,088 for the local match from the Police Department operating budget.

We wish you and the Police Department well in continuing the important work supported by this grant.

Staff

Carol Swinburn
Coordinator,
Alexandria Criminal
Justice Services
Office of Sheriff
421 King Street,
Suite 503
Alexandria, VA 22314
Phone: 703-838-4547
Fax: 703- 838-3898

Sincerely,


Mark Baran