

## City of Alexandria, Virginia

## MEMORANDUM

DATE: SEPTEMBER 9, 2004

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *ps*

SUBJECT: RENEWAL OF GRANT APPLICATION FOR THE LOCAL LAW ENFORCEMENT BLOCK GRANT FOR FY 2005

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**ISSUE:** Consideration of a renewal grant application to the U.S. Department of Justice for the Local Law Enforcement Block Grant (LLEBG) Program, in the amount of \$29,711 in federal funds and \$2,971 in local matching funds (Attachment 1).

**RECOMMENDATIONS:** That City Council receive this grant application and schedule it for public hearing at the September 21 public hearing meeting 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 \$32,682, of which 90 percent, or \$29,711, will be federal funds, and 10 percent, or \$2,971, will be provided from the FY 2005 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 2004, Police staff received an email notification that the federal FY 2004 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 July 12, 2004, 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 the LLEBG grant application, and their letter recommending approval is attached (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 should be set for public hearing by Council on September 21, 2004.

The federal Local Law Enforcement Block Grant program was first funded in FY 1997. This grant, if awarded, will be the City's eighth grant under the LLEBG program, and will assist 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 2003, total auto thefts were 640, a reduction of 46 percent over 8 years.

Alexandria's LLEBG grant for FY 2004 was predetermined by the grantor, and is substantially lower than in previous years. The previous year's grant (FY 2003) awarded to the City was \$70,058. The award this year (FY 2004), in the amount of \$32,682, represents a decrease of 53 percent as compared to the previous year. This is due to the Bush Administration's reallocation of federal grants toward homeland security needs throughout the country. At one time, funding for this grant was as much as \$170,000.

In the past, this grant would fund 3-6 months of overtime costs. However, due to the significant decrease in the FY 2004 grant, only a few weeks of overtime can be funded with the grant. The Part I Crimes Task Force is dependent on the LLEBG grant for overtime work, and there are no additional City resources available to cover the flexible target program. The Police Department has been able to operate targeted efforts with this grant in the past, but will be unable to do so full-time or even for 6 months with this reduced FY 2004 grant. Clearly, the Police Department will not permit auto thefts or other major crimes to go unaddressed, but the Department will not have the additional funds to focus overtime efforts on these types of crimes for long periods.

Police staff intend to apply for a larger renewal grant for federal FY 2005 that will pay for overtime costs for the Part I Crimes Task Force. A typical task force consists of 5 officers working 5 days per week in flexible 8-hour shifts. The estimated overtime cost for one month is \$28,000 (5 officers x 40 hours per week x \$35 x 4 weeks).

**FISCAL IMPACT:** The total proposed grant is \$32,682 and will be used to fund police officer overtime for Part I crime task force in an amount not to exceed \$29,711 (the federal share of 90 percent). Undercover rental vehicles for task force members to use for surveillance will cost approximately \$2,971 (the required local share of 10 percent, funded from budgeted Police operating funds in FY 2005).

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

**ATTACHMENTS:**

- Attachment 1 Application to Renew the Law Enforcement Block Grant Program for federal FY 2004 (printed from the Internet application site).
- Attachment 2 Letter of Endorsement from the Alexandria Community Criminal Justice Board, dated 8/15/2004.

**STAFF:**

Charles Samarra, Chief of Police

Michele Evans, Assistant City Manager

Amy Flenniken, Division Chief, Police

David Ray, Captain, Police

Application was submitted on July 12, 2004 09:14:27 AM EDT.

<b>LLEBG FY 2004 Application</b>			
Date Certified : 12-JUL-04		Date Submitted : 12-JUL-04	
<b>Jurisdiction Information</b>			
Jurisdiction: Alexandria City	County:	State: VIRGINIA	CDFA Number: 16.592
DUNS Number: 61-410-3620			
<b>Budget Information</b>			
Eligible Award Amount: \$29,711	Final Award Amount: \$29,711	Match Amount: \$3,301	Matching Funds Description: State and Local Government Units
<b>CEO Information</b>			
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: philip.sunderland@alexandriava.gov
<b>Program Contact Information</b>			
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@alexandriava.gov
<b>Application Details</b>			
Date Agreed to Trust Fund Requirement: 29-JUN-04		Applicant is PSOHB Compliant: Yes	
Date Agreed to SPOC Requirement: 29-JUN-04		Date Agreed to SAA Review Requirement: 29-JUN-04	
Date Agreed to Certifications: 12-JUL-04		Date Agreed to Assurances: 12-JUL-04	

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*City of Alexandria, Virginia*



**ALEXANDRIA COMMUNITY CRIMINAL JUSTICE BOARD**

August 15, 2004

**Officers**

**Gregory Baldwin**  
*Alexandria City Public  
School Representative  
Chair*

**Jack Kitaeff**  
*Citizen Member  
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 2005. The total is \$32,682, of which \$29,711 is federal funds and \$2,971 is the local match.

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

**Staff**

**David Ward**  
*Acting 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,

*Gregory Baldwin*

Gregory Baldwin