

# Issue Analysis Form

**Date:** July 10, 2018  
Appropriation – RSAF Grant  
& Transfer from Cash Proffer  
**Item:** Funds  
Department of Fire & EMS /  
**Lead Department(s):** County Finance  
**Contact Person(s):** Brad Owens & Betsy Drewry



## Description and Current Status

The Director of Fire and EMS received board permission to apply for an RSAF grant to pay for replacement of ambulance Fleet #110 on January 23, 2018 (grant application amount was \$123,115). We received notification of a **grant award in the amount of \$112,722.50**. The award notice is attached for your review (**Attachment 1**).

**The grant requires a 50% local match of \$112,722.50 and total required expenditures are \$225,445.00.** The grant is effective July 1 and a Memorandum of Agreement must be submitted by September 1, 2018. Equipment must be ordered by September 1, 2018.

The **recommended source for the 50% local match is Cash Proffer Funds** specified for use by Fire and EMS. As of May 31, 2018, the Fire & EMS Cash Proffers balance is \$156,314.97. After the requested \$112,722.50 transfer, the Cash Proffer balance will be \$43,592.47. A report of Cash Proffer balances as of May 31, 2018 is attached for board review (**Attachment 2**).

### Board Action Requested:

Approve appropriation of RSAF Grant Funds - \$112,722.50

Approve transfer of 50% local match from Cash Proffer Funds - \$112,722.50

A draft resolution for budget amendment / appropriation and transfer from the Cash Proffer Fund is attached for Board consideration.

### Appropriation Increase and Transfer Entry for FY2018-19 is:

#### GENERAL FUND:

##### Revenues:

Increase:

0100-20-601-8201-326012 - RSAF Grant - \$112,722.50

0100-90-901-8207-399102 – Transfer from Cash Proffers - \$112,722.50

##### Expenditures:

Increase:

0100-03-200-0614-48247 – RSAF Grant Expenditures \$225,445.00

**CASH PROFFER FUND:****Revenues:**

Increase:

0350-40-900-8208-399999 – Proffer Fund Balance - \$112,722.50

**Expenditures:**

Increase:

0350-09-401-0917-49171 – Transfer to General Fund - \$112,722.50

**Government Path**Does this require IDA action? ☐ Yes ☒ NoDoes this require BZA action? ☐ Yes ☒ NoDoes This require Planning Commission Action? ☐ Yes ☒ NoDoes this require Board of Supervisors action? ☒ Yes ☐ NoDoes this require a public hearing? ☐ Yes ☒ NoIf so, before what date? ☐ Yes ☐ No**Fiscal Impact Statement**

Increases in appropriation of RSAF Grant Funds of \$112,722.50

Use of Cash Proffer Funds of \$112,722.50

**Total Increase in FY2018-19 Appropriation = \$225,445.00****County Impact**

Improved safety and reliability of apparatus that provides critical citizen services.

**Notes**

**COMMONWEALTH of VIRGINIA***Department of Health*PO BOX 2448  
RICHMOND, VA 23218TTY 7-1-1 OR  
1-800-828-1120

July 01, 2018

Gregory Simms  
Prince George Fire And Ems  
P.O. Box 68  
Prince George, VA 23875

Dear Grant Administrator:

The Office of Emergency Medical Services (OEMS) is pleased to announce that your agency has been awarded funding from the Financial Assistance for Emergency Medical Services Grant Program, known as the Rescue Squad Assistance Fund (RSAF). The attached Award Page itemizes the actual dollar value, quantity, funding level and item(s) your agency has been awarded under this program. The following documents can be completed and submitted via E-Gift:

**Memorandum of Agreement:** Must be submitted by September 1, 2018.

**Instructions for Grant Reimbursement:** All items must be submitted in order to process your reimbursement.

**Equipment Status/Final Report Form:** This form must be submitted sixty (60) days after the grant cycle deadline.

If your agency has had special conditions placed on your grant award, any and all conditions must be met in order to receive reimbursement. Items awarded may be available by state contract, [www.eva.virginia.gov](http://www.eva.virginia.gov). OEMS recommends your agency purchase under state contract if applicable.

Any funding your agency receives through Return to Localities funding cannot be used as the matching share of Rescue Squad Assistance Fund grants or any grants offered using **Four-For-Life** funds. "Any funds received from Section 16.2-694 by a non-state agency cannot be used to match any other funds derived from Section 46.2-691 by that same non-state agency".

All items awarded funding must be ordered from the vendor by **September 1, 2018** invoices for all items awarded funding must be submitted to OEMS by **December 31, 2018**. You must contact OEMS prior to the September 1, 2018 deadline if your agency has encountered difficulties in meeting these deadlines.

If you have any questions, please contact Amanda Davis, OEMS Grant Program Manager at (804) 888-9106, [Amanda.Davis@vdh.virginia.gov](mailto:Amanda.Davis@vdh.virginia.gov) or Linwood P. Pulling, Grant Specialist at (804) 888-9105, [Linwood.Pulling@vdh.virginia.gov](mailto:Linwood.Pulling@vdh.virginia.gov) or 1-800-523-6019 for additional grant information.

Congratulations,

A handwritten signature in black ink that reads "Gary R. Brown".

Gary R. Brown, Director

**Office of Emergency Medical Services  
Consolidated Grant Program  
AWARD PAGE**

July 1, 2018 - June 30, 2019 Grant Period

**Agency Name: Prince George Fire And Ems**

**Grant Number: CR-C01/06-18**

Item Type (Item)	Status	Quantity Funded	Funding % Level	Amount Funded
2018 Ford F450 4x4 Type 1 Life	FUNDED	1	50 / 50	\$112,722.50
<b>Conditions:</b> 1-Vehicle must be available for service 24 hours a day, 7 days a week. 13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Office of Emergency Medical Services, Virginia Department of Health." 35-All ambulances must be compliant with Virginia Emergency Medical Services Regulations 12VAC5-31-810, Ground ambulance specifications. 36-All agencies using an ePCR systems will submit in real-time unless approved in writing by the OEMS. EMS data quality will not be assessed for 30 days after an EMS incident to allow resubmission of incomplete ePCRs. 37-Agencies using ImageTrend, ZOLL, or emsCharts EMS ePCR software products must submit EMS data to VPHIB via Web-services.				
<b>Total:</b>				<b>\$112,722.50</b>

## Cash Proffer Allocation & Balances

Current Allocation Key		FY16 Ending Balance	FY2017		@ 06/30/2017 FY17 Ending Balance	FY2018		@ 5/31/2018
			\$ 8,544.00			\$ -		
			FY17 Revenue	FY17 Use		FY18 Revenue	FY18 Use	FY18 Balance to Date
Schools	76.30%	132,811.55	6,519.07	(135,000.00)	4,330.62	\$ -	\$ -	4,330.62
Public Safety	2.00%	3,675.99	170.88		3,846.87	\$ -	\$ -	3,846.87
General Government	9.50%	16,285.67	811.68		17,097.35	\$ -	\$ -	17,097.35
Parks	7.80%	13,111.91	666.43		13,778.35	\$ -	\$ -	13,778.35
Fire & EMS	2.60%	156,092.83	222.14		156,314.97	\$ -	\$ -	156,314.97
Library	1.80%	11,435.90	153.79		11,589.70	\$ -	\$ -	11,589.70
Designated Projects		60,000.00		(50,000.00)	10,000.00	\$ -	\$ -	10,000.00
Cash Balance		393,413.85	8,544.00	(185,000.00)	216,957.85	\$ -	\$ -	\$ 216,957.85
Change from Prior Year		(5,424.00)	(176,456.00)					

### FY2017 Use

Refund to Developer per agreement/contribution terms	50,000.00
South Elementary School Window Project	135,000.00
0311-07-211-3138-48240	

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 10<sup>th</sup> day of July, 2018:

Present:

Vote:

Alan R. Carmichael, Chairman  
Donald R. Hunter, Vice-Chairman  
Floyd M. Brown, Jr.  
Marlene J. Waymack  
T. J. Webb

A-10

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

RESOLUTION; BUDGET AMENDMENT AND APPROPRIATION AND  
TRANSFER FROM CASH PROFFERS (\$225,445.00 FOR  
REPLACEMENT OF AMBULANCE FLEET 110 - \$112,722.50 RSAF  
GRANT; \$112,722.50 TRANSFER FROM CASH PROFFERS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 10<sup>th</sup> day of July, 2018, does hereby authorize and appropriate the following increase of funds within the **2018-2019 Budget**, such line items increased as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

FUND/ORGANIZATION

AMOUNT

**GENERAL FUND**

Increase

Revenue:

0100-20-601-8201-326012	RSAF Grant Funds	\$112,722.50
0100-90-901-8207-399102	Transfer from Cash Proffers	112,722.50

Expenditure:

0100-03-200-0614-48247	General Fund: RSAF Grant Expenditures	\$225,445.00
------------------------	---------------------------------------	--------------

**CASH PROFFER FUND**

Increase

Revenue:

0350-40-900-8208-399999	Cash Proffer Fund Balance	\$112,722.50
-------------------------	---------------------------	--------------

Expenditure:

0350-09-401-0917-49171	Transfer to General Fund	\$112,722.50
------------------------	--------------------------	--------------

A Copy Teste:

---

Percy C. Ashcraft  
County Administrator