

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 14<sup>th</sup> day of November, 2018:

Present:

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

Vote:

C-3

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

RESOLUTION; APPROPRIATION AND BUDGET TRANSFER (\$50,000  
SCHOOL RESOURCE OFFICER GRANT)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14<sup>th</sup> day of November, 2018, does hereby authorize the following increase of funds and transfers among accounts within the 2018-2019 Budget, such line items increased and changed as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<b><u>Appropriation:</u></b>	
<b><u>Revenue</u></b>	
0100-20-601-8201-324104                      SRO Grant	\$38,045
<b><u>Expenditure</u></b>	
0100-03-100-0601-41100                      Police Department Salary & Wages	\$38,045

**Budget Transfer:**

***Expenditure – Transfer From / Reduce:***

0100-09-401-0917-49199	General Fund Contingency	\$11,955
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***Expenditure – Transfer To / Increase:***

0100-03-100-0601-41100	Police Department Salary & Wages	\$2,438
0100-03-100-0601-42100	PD FICA SS/Medicare	\$3,097
0100-03-100-0601-42210	PD VRS Retirement	\$5,890
0100-03-100-0601-42400	PD Group Life Insurance	\$ 530

A Copy Teste:

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Percy C. Ashcraft  
County Administrator

# Issue Analysis Form



**Date:** November 14, 2018  
Appropriation – School  
Resource Officer Grant &  
**Item:** Transfer from Contingency  
Police Department / County  
**Lead Department(s):** Finance  
**Contact Person(s):** Keith Early & Betsy Drewry

## Description and Current Status

The County was awarded a continuing School Resource Officer Grant for FY2019 through the Department of Criminal Justice Services. We received notification of a grant award in the amount of **\$38,045**. The award notice is attached for your review (**Attachment 1**).

**The grant requires an \$11,955 local match using the Local Composite Index as the basis for determining the local match amount.** The grant is effective July 1 and is used to pay the salary and benefits of one School Resource Officer at North Elementary School.

### Board Action Requested:

Approve appropriation of SRO Grant Funds - \$38,045  
Approve transfer of local match from General Fund Contingency \$11,955

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

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

#### GENERAL FUND:

##### Revenues:

Increase:  
0100-20-601-8201-324104 – SRO Grant - \$38,045.00

##### Expenditures:

Increase:  
0100-03-100-0601-41100 – Police Department Salary & Wages \$38,045.00

#### BUDGET TRANSFER ENTRY:

##### Expenditures:

Decrease:  
0100-09-401-0914-49199 – General Fund Contingency - \$11,995.00

##### Expenditures:

Increase:

0100-03-100-0601-41100 – Police Department Salary & Wages \$2,438.00  
0100-03-100-0601-42100 – Police Department FICA - \$3,097.00  
0100-03-100-0601-42210 – Police Department VRS - \$5,890.00  
0100-03-100-0601-42400 – Police Department Group Life Insurance - \$530.00

### Government Path

- Does this require IDA action?  Yes  No
- Does this require BZA action?  Yes  No
- Does This require Planning Commission Action?  Yes  No
- Does this require Board of Supervisors action?  Yes  No
- Does this require a public hearing?  Yes  No
- If so, before what date?  Yes  No

### Fiscal Impact Statement

Increases in appropriation of SRO Grant Funds of \$38,045  
Use of General Fund Contingency of \$11,995

**Total Increase in FY2018-19 Appropriation = \$38,045;**  
**Total General Fund Budget Transfer \$11,995**

### County Impact

Continuation of School Resource Officer program which is designed to assist with school safety.

### Notes



# COMMONWEALTH of VIRGINIA

## Department of Criminal Justice Services

Shannon Dion  
Director

June 25, 2018

1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000

Mr. Percy C. Ashcraft  
County Administrator  
Prince George County  
6602 Courts Drive  
Prince George, VA 23875

**Title: School Resource Officer/School Security Officer Grant Program**

Dear Mr. Ashcraft:


I am pleased to advise you that grant number **19-C4020FR19** for the above-referenced grant program has been approved in the amount of \$38,045 in State Special Funds and \$11,955 in Matching Funds for a total award of \$50,000.

Enclosed you will find a Statement of Grant Award and a Statement of Grant Award Special Conditions. To indicate your acceptance of the award and conditions, please sign the award acceptance and return it to Albert Stokes, Grants Manager, at the Department of Criminal Justice Services (DCJS). Please review the conditions carefully; as some require action on your part before we will disburse grant funds.

Also, enclosed are the Post Award Instructions and Reporting Requirements. Please refer to and read this information carefully as it contains details on processing financial and progress reports, as well as requesting awarded funds. ***Remember all financial and progress reports, budget amendment requests and request for funds must be processed through our online Grants Management Information System (GMIS).***

We appreciate your interest in this grant program and will be happy to assist you in any way we can to assure your project's success. If you have any questions, please contact Patrick Harris at (804) 786-5367 or by email at [patrick.harris@dcjs.virginia.gov](mailto:patrick.harris@dcjs.virginia.gov).

Sincerely,

  
Shannon Dion

Enclosures

cc: Chief W. Keith Early, Chief of Police  
Ms. Betsy Drewry, Finance Director  
Mr. Patrick Harris, DCJS Monitor

**Department of Criminal Justice Services**  
 1100 Bank Street, 12th Floor, Richmond, VA 23219

**Statement of Grant Award/Acceptance**

<b>Subgrantee: Prince George County</b>		<b>Date: June 22, 2018</b>	
<b>Grant Period:</b>		<b>Grant Number:</b>	
<b>From:</b> 07/01/2018	<b>Through:</b> 06/30/2019	19-C4020FR19	

Project Director	Project Administrator	Finance Officer
Chief W. Keith Early Chief of Police Prince George County 6600 Courthouse Road Prince George, VA 23875  Phone: (804) 733-2773 Email: kearly@princegeorgecountyva.go	Mr. Percy C. Ashcraft County Administrator Prince George County 6602 Courts Drive Prince George, VA 23875  Phone: (804) 722-8600 Email: pashcraft@princegeorgecountyva.g	Ms. Betsy Drewry Finance Director Prince George County 6602 Courts Drive Prince George, VA 23875  Phone: (804) 722-8720 Email: bdrewry@princegeorgecountyva.g

**Grant Award Budget**

Budget Categories	DCJS Funds			Local	TOTALS
	Federal	General	Special		
Travel	\$0	\$0	\$0	\$0	\$0
Supplies/Other	\$0	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$38,045	\$11,955	\$50,000
Indirect Cost	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>	\$0	\$0	\$38,045	\$11,955	\$50,000

This grant is subject to all rules, regulations, and criteria included in the grant guidelines and the special conditions attached thereto.

*Shannon Dion*

**Shannon Dion, Director**

The undersigned, having received the Statement of Grant Award/Acceptance and the Conditions attached thereto, does hereby accept this grant and agree to the conditions pertaining thereto, this 5th day of July, 2018.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

*emailed 7/9/2018*

*(bd)*