



POLICE DEPARTMENT

To: Mayor and Town Council

From: Whitney Rehm, Grants Administrator

**Through: Bob Scott, Interim Town Manager
Doug Kowalski, Chief of Police**

Re: General Victim Assistance Grant Program

Town Council Meeting – February 14, 2023

Agenda Item:

Consider and act upon a resolution authorizing the Interim Town Manager, and/or his/her designee, to apply for the Office of the Governor, FY 2024 Criminal Justice Division, General Victim Assistance Grant Program and consider and act upon authorizing the Interim Town Manager and/or his/her designee to accept the Office of the Governor, FY 2024 Criminal Justice Division, General Victim Assistance Grant Program upon award.

Description of Agenda Item:

The Office of the Governors' FY2024 General Victim Assistance Grant Program has funding available to potentially fund one Crime Victim Advocate. This position will serve as liaison to crime victims to assist with emotional support, victims' rights information, safety planning, shelter assistance, help in finding needed resources or assistance in filling out crime victim-related forms, and assistance in guiding victims through criminal justice process. This grant will support the position for one year, with eligibility under current guidelines for renewal in years two (2) and three (3). If the project goes unfunded or underfunded in FY2024, or subsequent years, the item will be brought back to Council for alternative funding considerations.

This grant is funded at 100% if selected by the OOG. The Town of Prosper will be responsible to initially fund all expenses out of General Fund, and the State will reimburse the Town of Prosper.

Budget Impact:

The estimated request for this position is \$131,573, which will be paid out of the appropriate Police Department Expense accounts. The request amount is comprised of the following totals: Salary - \$69,374, Benefits - \$27,689, Other Expenses - \$34,510

\$8,303 has also been allocated for the hiring of Blais & Associates for professional grant writing services and will be funded through Professional Services 100-5410-10-99.

Grant program is on a reimbursement basis. A future budget amendment will be requested to account for the grant income and to allocate funding for this project (expected announcement in Summer 2023).

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

Attached Documents:

1. Funding Announcement
2. Resolution

Town Staff Recommendation:

Town staff recommends the Town Council approve a resolution authorizing the Interim Town Manager, and/or his/her designee, to apply for the Office of the Governor, FY 2024 Criminal Justice Division, General Victim Assistance Grant Program and approve authorizing the Interim Town Manager and/or his/her designee to accept the Office of the Governor, FY 2024 Criminal Justice Division, General Victim Assistance Grant Program upon award. A future budget amendment will be requested to account for the grant income and to allocate funding for this project.

Proposed Motion:

I move to approve a resolution authorizing the Interim Town Manager, and/or his/her designee, to apply for the Office of the Governor, FY 2024 Criminal Justice Division, General Victim Assistance Grant Program and accept authorizing the Interim Town Manager, and/or his/her designee, to accept the Office of the Governor, FY 2024 Criminal Justice Division, General Victim Assistance Grant Program upon award.