



AGENDA
Committee on Ways and Means
Monday, October 25, 2010 @ 12:45 p.m.
Tenth Floor Conference Room – City Hall

Councilmember Carol Wood, Chair
Councilmember Eric Hewitt, Vice Chair
Councilmember Tina Houghton, Member

I. Call To Order

II. Roll Call

III. Approval of Minutes

- June 14, 2010
- September 13, 2010
- September 27, 2010
- October 11, 2010

IV. Public Comment

V. Discussion/Action

1. Budget Transfers:

- Appropriation of Matching Funds to Emergency Shelter Grant
- Operating Transfer of Matching Funds to Emergency Shelter
- Year-End Accounting for Annual Receipts for Program Income; Transfer Needed to Bring Fund into Balance at Year's End – HOME Program Income
- Year-End Accounting for Annual Receipts for Program Income; Transfer Needed to Bring Fund into Balance at Year's End - CDBG Program Income
- Funds from the State of Michigan Justice Training Fund for Law Enforcement Officer Training
- State Funds for 911 Dispatch Training
- Donations Received from 87 Donors for the Ruth Hallman Special Overtime Account

- Donation Received from Marian Benjamin for the Ruth Hallman Special Overtime Account
 - Grant Funds from US Department of Justice Awarded to Lansing Police Department to Purchase Replacement Bulletproof Vests; Appropriation
 - Grant Funds from US Department of Justice Awarded to Lansing Police Department to Purchase Replacement Bulletproof Vests; Operating Transfer
2. Resolution Accepting US Department of Justice Grant to Address Abuse of Women Later in Life
 3. Update on Retirement Incentive and Contract Employees

VI. Adjourn

VII. Pending

- Local preference ordinance
- Update on IRS New Rules on Tax Increase Prevention & Reconciliation Act
- Waste Management on Recycling and Refuse
- Report on the Single Stream Recycling & Waste Management Review



Virg Bernero, Mayor

OFFICE OF THE MAYOR

9th Floor, City Hall
124 W. Michigan Avenue
Lansing, Michigan 48933-1694
(517) 483-4141 (voice)
(517) 483-4479 (TDD)
(517) 483-6066 (Fax)

From the 10-11-10 Council Meeting Packet

REFERRED TO THE COMMITTEE ON
WAYS AND MEANS AND THE
INTERNAL AUDITOR

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 7, 2010
RE: Budget Transfer— Appropriation of Matching Funds to Emergency Shelter Grant Program

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

page 2 of 2

FY 2010

Prepared by: TAW

Transfer # _____

Appropriations Executive
 Administrative Change of Intent

Personnel Other Costs Equipment
 Capital Projects Debt Service Operating Transfer

Returned to Department for signature on: 04/29/2010

SOURCE: EMERGENCY SHELTER GRANT PROGRAM
FROM:

Order	Account Number(s)	Title	Request	Available Balance	as of:
	264.0.696101.002009	Estimated Revenues	\$96,357.00	\$0.00	04/29/2010

EXPLANATION OF OVERAGE:

Represents general fund operating transfer of City funding of Human Service Agencies for Emergency Shelter Grant Program matching funds.

SUBJECT: EMERGENCY SHELTER GRANT PROGRAM

TO:

Order	Account Number(s)	Title	Request	Available Balance	as of:
	264.932666.960264.002009	ESG Operations	\$96,357.00	\$0.00	04/29/2010

EXPLANATION OF NECESSITY:

Appropriation of matching funds to Emergency Shelter Grant Program.

The proposed transfer:

has not resulted from or will not result in a material change in scope of services
 represents a material change in scope of services.

REQUESTED BY: _____
Department Director

DATE:

APPROVED BY: _____
Executive Asst. to Mayor

DATE:

Approved by Ways & Means _____ Approved by Council _____ Resolution #



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Virg Bernero, Mayor

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 7, 2010
RE: Budget Transfer— Operating Transfer of Matching Funds to Emergency Shelter Grants

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

page 1 of 2

FY 2010

Prepared by: TAW

Transfer # _____

Appropriations Executive
 Administrative Change-of Intent

Personnel Other Costs Equipment
 Capital Projects Debt Service Operating Transfer

Returned to Department for signature on: 04/29/2010

SOURCE: HUMAN SERVICE AGENCIES

FROM:

Order	Account Number(s)	Title	Request	Available Balance	as of:
	101.833715.960264.0	ESG City Match - Hlth, Mntl Hlth	\$8,984.00	\$0.00	04/29/2010
	101-833720-960264-0	ESG City Match - Child & Family	\$18,293.00	\$0.00	04/29/2010
	101-833730-960264-0	ESG City Match - Emer. Services	\$69,080.00	\$0.00	04/29/2010
			\$96,357.00		

EXPLANATION OF OVERAGE: Represents matching funds for Emergency Shelter Grant Program. National Council on Alcoholism \$8,984, Capital Area Community Services \$18,293.00, EVE Inc. \$4,873, Haven House Operating \$11,875, Loaves and Fishes \$11,708, Advent House \$8,994, Greater Lansing Housing Coalition (fiduciary to Ballentine Stepping Stones) \$3,476, VOA Homeless Program \$20,523, Gateway Community Services \$7,631.

SUBJECT: OPERATING TRANSFERS TO OTHER FUNDS

TO:

Order	Account Number(s)	Title	Request	Available Balance	as of:
	101-966000-991264-0	Operating Transfer-ESG Fund	\$96,357.00	\$0.00	04/29/2010

EXPLANATION OF NECESSITY: Operating transfer of matching funds to Emergency Shelter Grant Program.

The proposed transfer:

has not resulted from or will not result in a material change in scope of services
 represents a material change in scope of services.

REQUESTED BY: _____
 Department Director

DATE:

APPROVED BY: _____
 Executive Asst. to Mayor

DATE:

Approved by Ways & Means _____ Approved by Council _____ Resolution # _____

*To Bob & Joan
 for sig. 5/3/10
 To Nic 4/30/10*

2096X



Virg Bernero, Mayor

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From the 10-11-10 Council Meeting Packet

REFERRED TO THE COMMITTEE ON
WAYS AND MEANS AND THE
INTERNAL AUDITOR

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 7, 2010
RE: Budget Transfer— Year-End Accounting for Annual Receipts for Program
Income; Transfer Needed to Bring Fund into Balance at Year's End—HOME Program Income

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

FY 2010
Prepared by: TAW

Transfer # _____

Administrative
 Executive

Personnel
 Capital Projects

Other Costs
 Debt Service

Equipment
 Operating Transfer

Appropriations
 Change of Intent

Returned to Department for signature on: 10/07/10

SOURCE: FEDERAL HOME GRANT PROGRAM
FROM:

Order	Account Number(s)	Title	Request	Available Balance	as of:
	263.00000.680107.00000	HOME - Program Income	\$22,863.18	N/A	10/07/2010

EXPLANATION OF OVERAGE:
Program income to be appropriated.

SUBJECT: FEDERAL HOME GRANT PROGRAM
TO:

Order	Account Number(s)	Title	Request	Available Balance	as of:
	263.932663.975201.02019	HOME-Building Rehab-Res-PI	\$22,863.18	\$0.00	10/07/2010
			\$0.00	\$0.00	
			\$22,863.18		

EXPLANATION OF NECESSITY: Year end accounting for annual receipts for program income. Transfer is needed to bring fund into balance at year end.

The proposed transfer:

has not resulted from or will not result in a material change in scope of services
 represents a material change in scope of services.

REQUESTED BY: _____
Department Director

DATE: _____

APPROVED BY: _____
Executive Asst. to Mayor

DATE: _____

Approved by Ways & Means _____

Approved by Council: Date _____ Resolution # _____



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Virg Bernero, Mayor

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 7, 2010
RE: Budget Transfer— Year-End Accounting for Annual Receipts for Program
Income; Transfer Needed to Bring Fund into Balance at Year's End—CDBG Program Income

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

FY 2010
Prepared by: TAW

Transfer # _____

- Administrative
- Executive
- Personnel
- Capital Projects
- Other Costs
- Debt Service
- Equipment
- Operating Transfer

- Appropriations
- Change of Intent

Returned to Department for signature on: 10/07/10

SOURCE: FEDERAL HOME GRANT PROGRAM
FROM:

Order	Account Number(s)	Title	Request	Available Balance	as of:
	252.00000.680107.00000	CDBG - Program Income	\$58,437.00	N/A	10/07/2010

EXPLANATION OF OVERAGE:
Program income to be appropriated.

SUBJECT: FEDERAL HOME GRANT PROGRAM
TO:

Order	Account Number(s)	Title	Request	Available Balance	as of:
	252.932658.975201.04530	CDBG-Building Rehab-Residential	\$58,437.00	\$0.00	10/07/2010
			\$0.00	\$0.00	
			\$58,437.00		

EXPLANATION OF NECESSITY: Year end accounting for annual receipts for program income. Transfer is needed to bring fund into balance at year end.

The proposed transfer:

- has not resulted from or will not result in a material change in scope of services
- represents a material change in scope of services.

REQUESTED BY: _____
Department Director

DATE: _____

APPROVED BY: _____
Executive Asst. to Mayor

DATE: _____

Approved by Ways & Means _____

Approved by Council: Date _____ Resolution # _____

BY THE COMMITTEE ON WAYS & MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

That the following FY 2011 transfers be approved:

State/Federal Programs
Police Officer Training – Public Act 302

\$20,870.00 from State Revenue
\$20,870.00 to Training – PA302

273.0.547000.14320
273.343230.747000.14320

(To provide for distribution of the first of two 2010 semiannual payments for the training of police officers of the Lansing Police Department. Payments are allocated from the State of Michigan, Michigan Justice Training Fund, pursuant to P.A. 302 (1982) for sworn law enforcement officer training. The allocation amount is derived by a formula using the number of sworn officers and total traffic tickets, among other factors.)

10/17



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Virg Bernero, Mayor

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 14, 2010
RE: Budget Transfer— Funds from the State of Michigan Justice Training Fund for Law Enforcement Officer Training

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

FY 2011

Prepared by: RJB
Transfer # 11-004

- Administrative Appropriations
 Executive Change of Intent
 Personnel Other Costs Equipment
 Capital Projects Debt Service Operating Transfer

Returned to Department for Signature: 9/9/10

SOURCE: STATE & FEDERAL PROGRAMS
FROM: PUBLIC ACT 302 – SWORN OFFICER TRAINING

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.0.573010.14320	Estimated State Revenue	\$ 24,107.20	\$ NA	9/9/10

EXPLANATION: Revenues estimated from the State of Michigan, Michigan Justice Training Fund, pursuant to P.A. 302 (1982) for sworn law enforcement officer training. Funds are distributed twice-yearly (calendar year) based on formula variation derived from the number of sworn officers and total traffic tickets, among other factors.

SUBJECT: STATE & FEDERAL PROGRAMS
TO: PUBLIC ACT 302 – SWORN OFFICER TRAINING

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.343212.747000.14320	Sworn Training - P.A.302	\$ 24,107.20	\$ 0.00	9/9/10

EXPLANATION: The transfer is the start of a new calendar-year project: the State distribution of semi-annual payments (1st of 2 in calendar year 2010) from the MJTC Fund for Lansing Police training programs. Mid-calendar-year payments from the state arrive variously in May-July, and the late-calendar-year payments arrive in October-December.

The proposed transfer:

- has not resulted from or will not result in a material change in scope of services.
 represents a material change in scope of services.

REQUESTED BY: [Signature]

Department Director

DATE: 09/09/10

APPROVED BY: [Signature]

Executive Assistant to Mayor

DATE: 10/10/10

Approved by Ways & Means _____ Approved by Council _____ Resolution # _____

BY THE COMMITTEE ON WAYS & MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

That the following FY 2011 transfers be approved:

State/Federal Programs
Dispatcher Training – Public Act 32

\$20,870.00 from State Revenue
\$20,870.00 to Training – PA32

273.0.547000.14330
273.343230.747000.14330

(To provide for distribution of the first of 2010 semiannual payments for the training of dispatchers in the 911 Communications Center of the Lansing Police Department.)



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Virg Bernero, Mayor

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 14, 2010
RE: Budget Transfer— State Funds for 911 Dispatch Training

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

FY2011

Prepared by : RJB
Transfer #11-000

Administrative Appropriations
 Executive Change of Intent
 Personnel Other Costs Equipment
 Capital Projects Debt Service Operating Transfer

Returned to Department for signature on: 9/22/10

TRANSFER FROM: STATE/FEDERAL PROGRAMS
SOURCE: 911 COMMUNICATIONS CENTER

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.0.547000.14330	Estimated State Revenue - 911 Dispatch Training	\$ 20,870.00	\$ NA	9/22/10

EXPLANATION: Semi-annual formula distribution has been received from the state for 911 dispatch training. This is the first of two expected in calendar 2010.

TRANSFER TO: STATE/FEDERAL PROGRAMS
SUBJECT: 911 COMMUNICATIONS CENTER

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.343230.747000.14330	911 Dispatch Training	\$ 20,870.00	\$ 0.00	9/22/10

EXPLANATION: Distributions from the state for 911 dispatch training generally arrive in May-June and October-December. Funds will be available for expenditure until December 31, 2012.

The proposed transfer has not resulted from or will not result in a material change in scope of services.
 represents a material change in scope of services.

REQUESTED BY: *RJ J. Chief Teresa Szymanski* DATE: 09/22/10
Department Director

APPROVED BY: *[Signature]* DATE: 10/10/10
Executive Assistant to Mayor

Approved by Ways & Means _____ Approved by Council: _____ Resolution # _____



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Virg Bernero, Mayor

TO: City Council President A'Lynne Robinson and Council Members

FROM: Mayor Virg Bernero

DATE: October 14, 2010

RE: Budget Transfer— Donations Received from 87 Donors for the Ruth Hallman
Special Overtime Account

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

FY2010

Prepared by : RJB
Transfer #10-000

Administrative Appropriations
 Executive Change of Intent
 Personnel Other Costs Equipment
 Capital Projects Debt Service Operating Transfer

Returned to Department for signature on 9/09/10

TRANSFER FROM: POLICE
SOURCE: 010 DONATIONS HALLMAN_063010

Order	Account Number(s)	Title	Request	Available Balance	as of:
	101.0.675012.0	Donations - Problem Solving OT	\$ 1,545.00	\$ NA	9/09/10

EXPLANATION: Donations for the Ruth Hallman special overtime account were received from 87 donors in March 2010 on the occasion of a birthday celebration.

TRANSFER TO: POLICE
SUBJECT: 010 DONATIONS HALLMAN_063010

Order	Account Number(s)	Title	Request	Available Balance	as of:
	101.343201.708103.0	Overtime- Problem Solving	\$ 1,545.00	\$ 50.00	9/09/10

EXPLANATION: Special overtime for problem solving is available for expenditure from a dedicated account.

The proposed transfer has not resulted from or will not result in a material change in scope of services.
 represents a material change in scope of services.

REQUESTED BY: [Signature] A-Chet Teresa Szymanski DATE: 09/09/10
 Department Director

APPROVED BY: [Signature] DATE: 10/13/10
 Executive Assistant to Mayor

Approved by Ways & Means _____ Approved by Council: _____ Resolution # _____

BY THE COMMITTEE ON WAYS & MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

That the following FY 2010 transfers be approved:

Police
Administration

\$ 70.00 from Donations Revenue 101.0.675012.0
\$ 70.00 to Administration Problem-Solving Overtime 101.343201.708103.0

(To appropriate Ruth Hallman donations revenue to support Problem Solving Overtime efforts in the Lansing Police Department).

Police
Administration

\$ 1,545.00 from Donations Revenue 101.0.675012.0
\$ 1,545.00 to Administration Problem-Solving Overtime 101.343201.708103.0

(To appropriate Ruth Hallman special occasion donations revenue to support Problem Solving Overtime efforts in the Lansing Police Department).

XV Law



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Virg Bernero, Mayor

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 14, 2010
RE: Budget Transfer— Donation Received from Marian Benjamin for the Ruth Hallman Special Overtime Account

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

FY2010

Prepared by: RJB
Transfer #10-063

Administrative Appropriations
 Executive Change of Intent
 Personnel Other Costs Equipment
 Capital Projects Debt Service Operating Transfer

Returned to Department for signature on: 7/07/10

TRANSFER FROM: POLICE
SOURCE: 010 DONATIONS HALLMAN_060810

Order	Account Number(s)	Title	Request	Available Balance	as of:
	101.0.675012.0	Donations -- Problem Solving OT	\$ 70.00	\$ NA	7/07/10


EXPLANATION: Donations for the Ruth Hallman special overtime account were received from Marian Benjamin in July and August 2009 and in January, March, May, and June 2010.

TRANSFER TO: POLICE
SUBJECT: 010 DONATIONS HALLMAN_060810

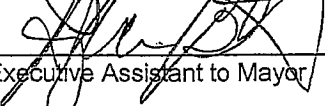
Order	Account Number(s)	Title	Request	Available Balance	as of:
	101.343201.708103.0.	Overtime- Problem Solving	\$ 70.00	\$ 50.00	7/07/10

EXPLANATION: Special overtime for problem solving is available for expenditure from a dedicated account.

The proposed transfer has not resulted from or will not result in a material change in scope of services. represents a material change in scope of services.

REQUESTED BY:  G. Ghiet
 Department Director

DATE: 08/18/10

APPROVED BY: 
 Executive Assistant to Mayor

DATE: 10/13/10

Approved by Ways & Means _____ Approved by Council: _____ Resolution # _____



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Virg Bernero, Mayor

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 14, 2010
RE: Budget Transfer— Grant Funds from US Department of Justice Awarded to Lansing Police Department to Purchase Replacement Bulletproof Vests; Appropriation

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

BUDGET TRANSFER

FY2011

Prepared by : RJB
Transfer #11-000

Administrative Appropriations
 Executive Change of Intent
 Personnel Other Costs Equipment
 Capital Projects Debt Service Operating Transfer

Returned to Department for signature on: 10/14/10

TRANSFER FROM: STATE/FEDERAL PROGRAMS
SOURCE: BULLET PROOF VESTS GRANT

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.0.527001.17750	Federal Revenue	\$ 6,544.07	\$ NA	10/14/10
	273.0.696101.17750	Operating Transfer – General Fund	\$ 6,544.08	\$ NA	10/14/10
			\$ 13,088.15		

EXPLANATION: The US Department of Justice has awarded the Lansing Police Department (LPD) a grant for \$13,088.15 (federal 50%, local 50%) for federal fiscal year 2010 purchase of replacement bullet proof vests. The grant is active from April 1, 2010 to September 30, 2012. The award was approved 9/17/10.

TRANSFER TO: STATE/FEDERAL PROGRAMS
SUBJECT: BULLET PROOF VESTS GRANT

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.343221.742600.17750	Bullet Proof Vests	\$ 13,088.15	\$ 0.00	10/14/10

EXPLANATION: The LPD vest replacement cycle is four (4) years for certified vests. Law enforcement agencies make requests calculated on their two-year needs, but federal awards are not sufficient to meet nationwide requests for funding. Approximately 23 BPV vests (101 vests requested) will be replaced with these grant funds.

The proposed transfer has not resulted from or will not result in a material change in scope of services.
 represents a material change in scope of services.

REQUESTED BY: [Signature] - Chief Teresa Seymonki DATE: 10/14/10
Department Director

APPROVED BY: [Signature] DATE: 10/14/10
Executive Assistant to Mayor

Approved by Ways & Means _____ Approved by Council: _____ Resolution # _____

BY THE COMMITTEE ON WAYS & MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

That the following FY 2011 transfers be approved:

General Fund
Police – Central Services
Bulletproof Vests

\$ 6,544.08 from Uniforms	101.343221.742600.0
\$ 6,544.08 to Operating Transfers Out	101.966010.991273.00032

(To transfer the 50 percent local match required, and not previously appropriated, for federal grant purchase of replacement bulletproof vests for the Lansing Police Department. The additional operating transfer conveys the match monies to the State and Federal Programs Fund.)

State/Federal Programs
Police
Bulletproof Vests

\$ 6,544.07 from Federal Revenue	273.0.527001.17750
\$ 6,544.08 from GF Operating Transfer-Police	273.0.696101.17750
\$ 13,088.15 to Miscellaneous Operating	273.343221.741000.17750

(To appropriate the full grant resources as awarded by the US Department of Justice to replace 23 bulletproof vests in the Lansing Police Department.)



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Virg Bernero, Mayor

TO: City Council President A'Lynne Robinson and Council Members

FROM: Mayor Virg Bernero

DATE: October 14, 2010

RE: Budget Transfer— Grant Funds from US Department of Justice Awarded to Lansing Police Department to Purchase Replacement Bulletproof Vests; Operating Transfer

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment



Virg Bernero, Mayor

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From the 10-11-10 Council Meeting Packet

REFERRED TO THE COMMITTEE ON
WAYS AND MEANS AND THE
INTERNAL AUDITOR

TO: City Council President A'Lynne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: October 7, 2010
RE: Resolution— Accepting US Department of Justice Grant to Address Abuse of Women
Later in Life

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment



Virg Bernero, Mayor

City of Lansing
Inter-Departmental
Memorandum



To: Virg Bernero, Mayor

From: Dr. Joan Jackson Johnson, HRCS Director

Subject: CITY COUNCIL AGENDA ITEM - US Department of Justice Grant to Address Abuse of Women Later in Life

Date: October 7, 2010

Please forward this resolution to City Council for placement on the Agenda.

If you have any questions, or need additional information, please give me a call.

Attachments

"Equal Opportunity Employer"

RESOLUTION #2010-

BY _____

RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the U.S. Department of Justice, Office on Violence Against Women (OVW) has awarded the City of Lansing Human Relations and Community Services Department a FY 2010 Enhanced Training and Services to End Violence Against and Abuse of Women in Later Life grant on September 24, 2010, in the amount of \$389,772; and

WHEREAS, no matching funds are required as part of the OVW award; and

WHEREAS, the grant will provide funding over a three year period to provide or enhance training and services to address elder abuse involving victims who are 50 years of age or older, which includes:

Increase and strengthen training for police, prosecutors, and the judiciary in recognizing, investigating and prosecuting instances of abuse, neglect, exploitation, domestic violence, sexual assault, dating violence and stalking involving older individuals;

Provide or enhance services for older victims;

Create or support multidisciplinary collaborative community responses to older victims including convening an interagency community collaborative team with primary partners to include the Lansing Police Department, Ingham County Prosecutor's office, End Violent Encounters, Inc., and the Tri-County Office on Aging among others;

Conduct cross-training for victim service organizations, governmental agencies, courts, law enforcement, and nonprofit, nongovernmental organizations serving older victims.

NOW, THEREFORE, BE IT RESOLVED that the Administration is authorized to accept the grant offer for the purposes listed above; and

BE IT FINALLY RESOLVED that the City of Lansing, Michigan, will accept the terms of the Cooperative Agreement as received from the U.S. Department of Justice, Office on Violence Against Women, and that the City of Lansing does hereby specifically agree, but not by way of limitation, as follows:

1. That the administration is authorized to create appropriate accounts and transfer necessary funds to administer and monitor the grant award;
2. To maintain satisfactory financial accounts, documents, and records to make them available to the U.S. Department of Justice for auditing at reasonable times;

3. To implement the projects and provide such funds, services and materials as may be necessary to satisfy the terms of said agreements;

4. To authorize the Mayor of the City of Lansing, and his authorized representative, Dr. Joan Jackson Johnson, to be the local representatives to sign documents on behalf of the City of Lansing;

5. To comply with any and all terms of said U.S. Department of Justice Cooperative Agreement, including all terms not specifically set forth in the foregoing portion of this resolution.



Department of Justice
Office on Violence Against Women

September 24, 2010

Washington, D.C. 20531

Ms. Joan Jackson Johnson
City of Lansing, Human Relations and Community Services Department
124 W. Michigan Avenue
Lansing, MI 48933-2500

Dear Ms. Jackson Johnson:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office on Violence Against Women has approved your application for funding under the Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life in the amount of \$389,772 for City of Lansing, Human Relations and Community Services Department. This award provides the opportunity for recipients to develop and strengthen effective responses to violence against women. This cooperative agreement is awarded to assist your community in its efforts to increase and strengthen training for police, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of abuse, neglect, exploitation, domestic violence, and sexual assault against older individuals; provide or enhance services for older victims; create or support multidisciplinary collaborative community responses to older victims; and conduct cross-training for victim service organizations, governmental agencies, courts, law enforcement, and nonprofit, nongovernmental organizations serving older victims.

Enclosed you will find the award package. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact Janice A. Green at (202) 616-6728. For financial grants management questions, contact the OVW Grants Financial Management Division at (202) 514-8556, or by e-mail at ovw.gfmd@usdoj.gov. For payment questions, contact the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or by email at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Susan B. Carbon", is written above the typed name.

Susan B. Carbon
Director

Enclosures



Department of Justice
Office of Justice Programs
Office for Civil Rights

Washington, D.C. 20531

September 24, 2010

Ms. Joan Jackson Johnson
City of Lansing, Human Relations and Community Services Department
124 W. Michigan Avenue
Lansing, MI 48933-2500

Dear Ms. Jackson Johnson:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of Federal funding to compliance with Federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice is responsible for ensuring that recipients of financial aid from OJP, its component offices and bureaus, the Office on Violence Against Women (OVW), and the Office of Community Oriented Policing Services (COPS) comply with applicable Federal civil rights statutes and regulations. We at OCR are available to help you and your organization meet the civil rights requirements that come with Justice Department funding.

Ensuring Access to Federally Assisted Programs

As you know, Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at <http://www.lcp.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The Department of Justice has published a regulation specifically pertaining to the funding of faith-based organizations. In general, the regulation, Participation in Justice Department Programs by Religious Organizations; Providing for Equal Treatment of all Justice Department Program Participants, and known as the Equal Treatment Regulation 28 C.F.R. part 38, requires State Administering Agencies to treat these organizations the same as any other applicant or recipient. The regulation prohibits State Administering Agencies from making award or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the Department of Justice to fund inherently religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must be held separately from the Department of Justice funded program, and customers or beneficiaries cannot be compelled to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see OCR's website at <http://www.ojp.usdoj.gov/ocr/etfbo.htm>.

State Administering Agencies and faith-based organizations should also note that the Safe Streets Act, as amended; the Victims of Crime Act, as amended; and the Juvenile Justice and Delinquency Prevention Act, as amended, contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the Justice Department has concluded that the Religious Freedom Restoration Act (RFRA) is reasonably construed, on a case-by-case basis, to require that its funding agencies permit faith-based organizations applying for funding under the applicable program statutes both to receive DOJ funds and to continue considering religion when hiring staff, even if the statute that authorizes the funding program generally forbids considering of religion in employment decisions by grantees.

Questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment may be directed to this Office.

Enforcing Civil Rights Laws

All recipients of Federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal employment opportunity standards.

Complying with the Safe Streets Act or Program Requirements

In addition to these general prohibitions, an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 U.S.C. § 3789d(e), or other Federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Employment Opportunity Plan (EEO), 28 C.F.R. § 42.301-308, and (2) submitting to OCR Findings of Discrimination (see 28 C.F.R. §§ 42.205(5) or 31.202(5)).

1) Meeting the EEO Requirement

In accordance with Federal regulations, Assurance No. 6 in the Standard Assurances, COPS Assurance No. 8.B, or certain Federal grant program requirements, your organization must comply with the following EEO reporting requirements:

If your organization has received an award for \$500,000 or more and has 50 or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare an EEO and submit it to OCR for review within 60 days from the date of this letter. For assistance in developing an EEO, please consult OCR's website at <http://www.ojp.usdoj.gov/ocr/eeop.htm>. You may also request technical assistance from an EEO specialist at OCR by dialing (202) 616-3208.

If your organization received an award between \$25,000 and \$500,000 and has 50 or more employees, your organization still has to prepare an EEO, but it does not have to submit the EEO to OCR for review. Instead, your organization has to maintain the EEO on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

If your organization received an award for less than \$25,000; or if your organization has less than 50 employees, regardless of the amount of the award; or if your organization is a medical institution, educational institution, nonprofit organization or Indian tribe, then your organization is exempt from the EEO requirement. However, your organization must complete Section A of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

2) Submitting Findings of Discrimination

In the event a Federal or State court or Federal or State administrative agency makes an adverse finding of discrimination against your organization after a due process hearing, on the ground of race, color, religion, national origin, or sex, your organization must submit a copy of the finding to OCR for review.

Ensuring the Compliance of Subrecipients

If your organization makes subawards to other agencies, you are responsible for assuring that subrecipients also comply with all of the applicable Federal civil rights laws, including the requirements pertaining to developing and submitting an EEO, reporting Findings of Discrimination, and providing language services to LEP persons. State agencies that make subawards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of subrecipients.

If we can assist you in any way in fulfilling your civil rights responsibilities as a recipient of Federal funding, please call OCR at (202) 307-0690 or visit our website at <http://www.ojp.usdoj.gov/ocr/>.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



Department of Justice
Office on Violence Against Women
Grants Financial Management Division

Washington, D.C. 20531

September 24, 2010

Ms. Joan Jackson Johnson
City of Lansing, Human Relations and Community Services Department
124 W. Michigan Avenue
Lansing, MI 48933 - 2500

Reference Grant Number: 2010-EW-AX-K001

Dear Ms. Jackson Johnson:

I am pleased to inform you that my office has approved the following budget categories for the aforementioned grant award in the cost categories identified below:

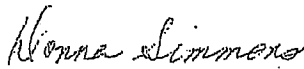
Category	Budget
Personnel	\$72,640
Fringe Benefits	\$10,745
Travel	\$4,145
Equipment	\$1,450
Supplies	\$5,338
Construction	\$0
Contractual	\$268,861
Other	\$6,238
Total Direct Cost	\$369,417
Indirect Cost	\$20,355
Total Project Cost	\$389,772
Federal Funds Approved:	\$389,772
Non-Federal Share:	\$0
Program Income:	\$0

If you have questions regarding this award, please contact:

- Program Questions, Janice A. Green, Program Manager at (202) 616-6728
- Financial Grants Management Questions, the OVW Grants Financial Management Division at (202) 514-8556, or by e-mail at ovw.gfmd@usdoj.gov
- Payment Questions, the Office of Chief Financial Officer, Customer Service Center(CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfb@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,



Donna Simmons
Associate Director, Grants Financial Management Division



Department of Justice
Office on Violence Against Women

Cooperative Agreement

PAGE 1 OF 9

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Lansing, Human Relations and Community Services Department 124 W. Michigan Avenue Lansing, MI 48933-2500		4. AWARD NUMBER: 2010-BW-AX-K001	
		5. PROJECT PERIOD: FROM 10/01/2010 TO 09/30/2013 BUDGET PERIOD: FROM 10/01/2010 TO 09/30/2013	
1A. GRANTEE IRS/VENDOR NO. 386004667		6. AWARD DATE 09/24/2010	7. ACTION Initial
		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT	\$ 0
3. PROJECT TITLE OVW Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life		10. AMOUNT OF THIS AWARD	\$ 389,772
		11. TOTAL AWARD	\$ 389,772
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under 42 U.S.C. 14041 - 14041b (OVW - Training)			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Susan B. Carbon Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Joan Jackson Johnson Director	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 9-29-10
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X A EW 29 00 00 389772		21. EW10D00004	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice
Office on Violence Against Women

AWARD CONTINUATION
SHEET
Cooperative Agreement

PAGE 2 OF 9

PROJECT NUMBER 2010-EW-AX-K001

AWARD DATE 09/24/2010

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office on Violence Against Women (OVW) Financial Grants Management Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of DOJ grant funds) are not satisfactory and promptly addressed as further described in the current edition of the OVW Financial Grants Management Guide.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government without the express prior written approval of OVW, in order to avoid violation of 18 USC § 1913. The recipient may, however, use federal funds to collaborate with and provide information to Federal, State, local, tribal and territorial public officials and agencies to develop and implement policies to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 42 USC 13925(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General
U.S. Department of Justice
Investigations Division
950 Pennsylvania Avenue, N.W.
Room 4706
Washington, DC 20530

e-mail: oig.hotline@usdoj.gov

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at www.usdoj.gov/oig.

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OVW.



Department of Justice
Office on Violence Against Women

AWARD CONTINUATION
SHEET
Cooperative Agreement

PAGE 3 OF 9

PROJECT NUMBER 2010-EW-AX-K001

AWARD DATE 09/24/2010

SPECIAL CONDITIONS

7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.
8. The grantee agrees to comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C 3711 et seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, and OVW's implementing regulations at 28 CFR Part 90.
9. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.
10. The grantee agrees to submit semiannual progress reports that describe project activities during the reporting period. Progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1-June 30 and July 1 - December 31 for the duration of the award. Future awards may be withheld if progress reports are delinquent. Grantees are required to submit this information online, through the Grants Management System (GMS), on the semi-annual progress report for the relevant OVW grant programs.
11. Under the Government Performance and Results Act (GPRA) and VAWA 2000, grantees are required to collect and maintain data that measure the effectiveness of their grant-funded activities. Accordingly, the grantee agrees to submit semi-annual electronic progress reports on program activities and program effectiveness measures. Information that grantees must collect under GPRA and VAWA 2000 includes, but is not limited to: 1) number of trainings funded by the Elder Program; and 2) number and type of people trained with funds provided by the Elder Abuse Program.
12. A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 90 days after the end of the award. The Final Progress Report should be submitted to the Office on Violence Against Women through the Grants Management System with the Report Type indicated as "Final".
13. The recipient agrees that it will submit quarterly financial status reports to OVW on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.
14. All materials and publications (written, visual, or sound) resulting from award activities shall contain the following statements: "This project was supported by Grant No. _____ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.



Department of Justice
Office on Violence Against Women

AWARD CONTINUATION
SHEET
Cooperative Agreement

PAGE 4 OF 9

PROJECT NUMBER 2010-BW-AX-K001

AWARD DATE 09/24/2010

SPECIAL CONDITIONS

15. The Director of OVW, upon a finding that there has been substantial failure by the grantee to comply with applicable laws, regulations, and/or the terms and conditions of the grant or cooperative agreement, will terminate or suspend until the Director is satisfied that there is no longer such failure, all or part of the grant or cooperative agreement, in accordance with the provisions of 28 CFR Part 18, as applicable mutatis mutandis.
16. The grantee will provide the Office on Violence Against Women (OVW) with the agenda for any training seminars, workshops, or conferences not sponsored by OVW that project staff propose to attend using grant funds. The grantee must receive prior approval from OVW before using OVW grant funds to attend any training, workshops, or conferences not sponsored by OVW. To request approval, grantees must submit a Grant Adjustment Notice (GAN) request through the grants management system to OVW with a copy of the event's brochure, curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs. The GAN request should be submitted to OVW at least 20 days before registration for the event is due. Approval to attend non-OVW sponsored programs will be given on a case-by-case basis.
17. Pursuant to 28 CFR §66.34, the Office on Violence Against Women reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, in whole or in part (including in the creation of derivative works), for Federal Government purposes:
 - (a) any work that is subject to copyright and was developed under this award, subaward, contract or subcontract pursuant to this award; and
 - (b) any work that is subject to copyright for which ownership was purchased by a recipient, subrecipient or a contractor with support under this award.In addition, the recipient (or subrecipient, contractor or subcontractor) must obtain advance written approval from the Office on Violence Against Women program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the recipient (and of each subrecipient, contractor or subcontractor as applicable) to ensure that this condition is included in any subaward, contract or subcontract under this award.
18. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the Office on Violence Against Women prior to obligation or expenditure of such funds.
19. The grantee agrees that grant funds will not be used to conduct public awareness or community education campaigns or related activities. Grant funds may be used to support, inform, and outreach to victims about available services.



Department of Justice
Office on Violence Against Women

AWARD CONTINUATION
SHEET
Cooperative Agreement

PAGE 5 OF 9

PROJECT NUMBER 2010-EW-AX-K001

AWARD DATE -09/24/2010

SPECIAL CONDITIONS

20. Within 45 days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must provide the program manager with the following information and itemized costs:

- 1) name of event;
- 2) event dates;
- 3) location of event;
- 4) number of federal attendees;
- 5) number of non-federal attendees;
- 6) costs of event space, including rooms for break-out sessions;
- 7) costs of audio visual services;
- 8) other equipment costs (e.g., computer fees, telephone fees);
- 9) costs of printing and distribution;
- 10) costs of meals provided during the event;
- 11) costs of refreshments provided during the event;
- 12) costs of event planner;
- 13) costs of event facilitators; and
- 14) any other direct costs associated with the event.

The recipient must also itemize and report any of the following attendee (including participants, presenters, speakers) costs that are paid or reimbursed with cooperative agreement funds:

- 1) meals and incidental expenses (M&IE portion of per diem);
- 2) lodging;
- 3) transportation to/from event location (e.g., common carrier, privately owned vehicle (POV)); and
- 4) local transportation (e.g., rental car, POV) at event location.

Note that if any item is paid for with registration fees, or any other non-award funding, then that portion of the expense does not need to be reported.

21. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.



Department of Justice
Office on Violence Against Women

AWARD CONTINUATION
SHEET
Cooperative Agreement

PAGE 6 OF 9

PROJECT NUMBER 2010-EW-AX-K001

AWARD DATE 09/24/2010

SPECIAL CONDITIONS

22. TERMS OF COOPERATIVE AGREEMENT

The Office on Violence Against Women (OVW) has elected to enter into a Cooperative Agreement with the City of Lansing to develop a multidisciplinary approach to addressing elder abuse in Ingham County, Michigan. The award recipient acknowledges that OVW will play a substantial role in shaping and monitoring the project.

STATEMENT OF FEDERAL INVOLVEMENT

The Office on Violence Against Women (OVW) will:

- 1) Provide the services of a Federal Program Specialist as a single point of contact for the administration of this cooperative agreement.
- 2) Monitor program development and implementation, and fulfill an oversight function regarding the project.
- 3) Review and approve content and format of the materials produced in conjunction with this project.
- 4) Approve sites and dates of all project related activities.
- 5) Provide input, re-direct the project, (including any training and/or technical assistance) as needed, and actively monitor the project by methods including but not limited to ongoing contact with the recipient.



Department of Justice
Office on Violence Against Women

AWARD CONTINUATION
SHEET
Cooperative Agreement

PAGE 7 OF 9

PROJECT NUMBER 2010-EW-AX-K001

AWARD DATE 09/24/2010

SPECIAL CONDITIONS

23. TERMS OF THE COOPERATIVE AGREEMENT

STATEMENT OF RECIPIENT RESPONSIBILITIES

- 1) New Grantee Orientation: The grantee agrees to attend a new grantee orientation along with representatives from its Memorandum of Understanding (MOU) partners. The group attending the orientation must have a representative from each of the four types of required MOU partner organizations: a) law enforcement agency; b) prosecutor's office; c) a nonprofit, nongovernmental domestic violence victim services program or nonprofit, nongovernmental sexual assault victim services program; and d) a nonprofit program that serves older individuals. The orientation will provide grant and financial management information and provide an opportunity for exchange and coalition building between grantees and their partners.
- 2) Law Enforcement "Training of Trainers" Component: Each required MOU partner organization must send one representative to a four day law enforcement "training of trainers" component to become certified as a trainer for the project and work as part of a multi-disciplinary training team. This team shall consist of at least one law enforcement officer, one prosecutor, one domestic violence and/or sexual assault advocate and one representative from Adult Protective Services/aging network. Each representative will also work to add local information (statutes, resources, etc.) to the national curriculum, making it relevant for his or her community.
- 3) Law Enforcement Training: The grantee and its project partners commit to having their multi-disciplinary training team provide training to law enforcement in the community using the national curriculum. The training consists of 13 hours of training, and its contents may not be altered or edited, except as noted in the curriculum (i.e., the addition of local information such as statutes, resources, etc.). The grantee and its project partners agree to work with OVW and OVW-identified technical assistance providers to make continuing education credits available for those completing training.
- 4) Advanced Law Enforcement Training: The grantee and its project partners agree to provide a training opportunity for detectives and/or investigators in its jurisdiction on elder abuse, neglect, and exploitation. The grantee will work with OVW and OVW-identified technical assistance provider to identify and contract with OVW approved trainers to cover approved topic areas.
- 5) Prosecutors Workshop: The grantee and its project partners agree to send at least 2 prosecutors in its jurisdiction to attend the 2 1/2 day national prosecutors training on elder abuse, neglect, and exploitation.
- 6) Judicial Institute: The grantee and its project partners agree to encourage judges in their jurisdiction to attend the 3 day national judicial institute on elder abuse, neglect, and exploitation.
- 7) Direct Service "Training of Trainers" Component: The grantee agrees to send the project coordinator, one representative from the victim services program and one representative from the non-profit organization that serves elder victims to a 2 day "training of trainers" component to become certified as a trainer for the project. Attendance at this component will require participants to travel to this OVW sponsored training event. Each representative will also work to add local information to the national curriculum, making it relevant for his or her community.
- 8) Direct Services Training: Each grantee must have one representative from the victim services program and one representative from the nonprofit organization that serves elder victims provide local two day trainings to governmental agency staff, victim assistants, and victim services providers. The two day training will use a curriculum that has been developed by national organizations and experts and approved by OVW. The curriculum may be taught in two days or broken into four 1/2 day modules.



Department of Justice
Office on Violence Against Women

AWARD CONTINUATION
SHEET
Cooperative Agreement

PAGE 8 OF 9

PROJECT NUMBER 2010-EW-AX-K001

AWARD DATE 09/24/2010

SPECIAL CONDITIONS

24. TERMS OF THE COOPERATIVE AGREEMENT

STATEMENT OF RECIPIENT RESPONSIBILITIES (continued)

9) Cross Training: The grantee and its project partners agree to conduct cross training for victim services organizations, governmental agencies, courts, law enforcement, and nonprofit, nongovernmental organizations working with older victims. The grantee will work with OVW and OVW-identified technical assistance providers to conduct this training locally. This cross training will focus on helping each discipline develop a better understanding of the role each plays in addressing elder abuse in their community.

10) Collaborative Community Response: The grantee and its project partners agree to create or enhance a multidisciplinary collaborative community response to elder abuse, neglect and exploitation. Each project partner will engage in a review of its own policies and protocols to determine the extent to which they are designed to aid in improving the identification, investigation, prosecution and adjudication of cases of elder abuse, exploitation and neglect, including domestic violence, dating violence, sexual assault and stalking.

11) Direct Victim Services: The grantee and its project partners agree to engage in a two phase effort to provide services to older victims.

a) Planning Phase: The grantee and its project partners agree to work with OVW and OVW-identified technical assistance providers to establish the groundwork for developing or enhancing outreach and services to older victims. The planning phase will be for 12 months. The planning phase may include, but is not limited to, the following activities:

- * Conducting a community needs assessment;
- * Developing a strategic plan for outreach and service delivery which will be submitted to OVW for review and approval prior to release of funds for the implementation phase;
- * Providing training to staff; and
- * Reviewing agency policies and protocols to ensure that they are inclusive of older victims.

b) Implementation Phase: Upon successfully completing the planning phase, the grantee and its project partners will begin implementing outreach and the delivery of services to older victims. Funds included in the budget for the implementation phase will be placed on hold through a special condition to the award. These funds will not be released for access by grantees until they have been determined by OVW to have successfully completed the planning phase and have an acceptable implementation plan in place. During the implementation phase, grantee and its project partners will continue working with OVW and OVW-identified technical assistance providers to successfully execute their implementation plan.

12) The award recipient agrees to submit all materials resulting from this agreement forty-five (45) days prior to public release for OVW review and approval. All materials (including video, DVD, website) shall be made accessible to individuals with disabilities.

13) The grantee agrees to make all training events accessible to individuals with disabilities.

14) The grantee agrees to submit one copy of all agendas and evaluation tools used at training events twenty (20) calendar days prior to use for OVW review. The grantee agrees to provide, if requested, a summary of data gathered through evaluation tools used at grant funded trainings sixty (60) calendar days after the request is received from OVW.

15) The grantee must agree to fully participate in evaluation of the program.



Department of Justice
Office on Violence Against Women

AWARD CONTINUATION
SHEET
Cooperative Agreement

PAGE 9 OF 9

PROJECT NUMBER 2010-EW-AX-K001

AWARD DATE 09/24/2010

SPECIAL CONDITIONS

25. A hold in the amount of \$97,443 shall be placed on the award. The grantee may not obligate, expend or drawdown these funds until OVW determines that the grantee has successfully completed the planning phase, has an acceptable implementation plan in place, and the Program Office has issued a Grant Adjustment Notice (GAN) lifting this condition.

26. The grantee agrees to submit for OVW review and approval any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding, and if applicable, the Internal Memorandum of Agreement.



Department of Justice

Office on Violence Against Women

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Marnie Shiels, Attorney Advisor

Subject: Categorical Exclusion for City of Lansing, Human Relations and Community Services Department

The Enhanced Training and Services to End Violence Against and Abuse of Women in Later Life program was statutorily created by the Violence Against Women Act of 2000 and reauthorized and revised in the Violence Against Women Act of 2005. The program's purpose is to increase and strengthen training for police, prosecutors and the judiciary in recognizing, investigating and prosecuting instances of abuse, neglect, exploitation, domestic violence and sexual assault against older individuals; provide or enhance services for older victims; create or support multidisciplinary collaborative community responses to older victims; and conduct cross-training for victim service organizations, governmental agencies, courts, law enforcement and nonprofit, nongovernmental organizations serving older victims.

None of the following activities will be conducted under the OVW federal action:

1. New construction.
2. Any renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year floodplain.
3. A renovation which will change the basic prior use of a facility or significantly change its size.
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment.
5. Implementation of a program involving the use of chemicals.

Consequently, the subject federal action meets the criteria for a categorical exclusion as contained in paragraph 4.(b) of Appendix D to Part 61 of the Code of Federal Regulations (adopted by OVW at 28 CFR § 0.122(b)), authorized and revised in the Violence Against Women Act of 2005. The program's purpose is to increase and strengthen training for police, prosecutors and the judiciary in recognizing, investigating and prosecuting instances of abuse, neglect, exploitation, domestic violence and sexual assault against older individuals.



Department of Justice
Office on Violence Against Women

**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Cooperative Agreement

PROJECT NUMBER

2010-EW-AX-K001

PAGE 1 OF 1

This project is supported under 42 U.S.C. 14041 - 14041b (OVW - Training)

1. STAFF CONTACT (Name & telephone number)

Janice A. Green
(202) 616-6728

2. PROJECT DIRECTOR (Name, address & telephone number)

Toni Young
Contract Manager
124 W. Michigan Avenue
Lansing, MI 48933-2500
(517) 483-4477 ext.4489

3a. TITLE OF THE PROGRAM

OVW FY 10 Abuse in Later Life Program

**3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)**

4. TITLE OF PROJECT

OVW Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life

5. NAME & ADDRESS OF GRANTEE

City of Lansing, Human Relations and Community Services
Department
124 W. Michigan Avenue
Lansing, MI 48933-2500

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2010 TO: 09/30/2013

8. BUDGET PERIOD

FROM: 10/01/2010 TO: 09/30/2013

9. AMOUNT OF AWARD

\$ 389,772

10. DATE OF AWARD

09/24/2010

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Enhanced Training and Services to End Violence Against and Abuse of Women in Later Life program was statutorily created by the Violence Against Women Act of 2000 and reauthorized and revised in the Violence Against Women Act of 2005. The program's purpose is to increase and strengthen training for police, prosecutors and the judiciary in recognizing, investigating and prosecuting instances of abuse, neglect, exploitation, domestic violence and sexual assault against older individuals; provide or enhance services for older victims; create or support multidisciplinary collaborative community responses to older victims; and conduct cross-training for victim service organizations, governmental agencies, courts, law enforcement and nonprofit, nongovernmental organizations serving older victims.

The City of Lansing will implement this project through a collaboration including the Lansing Police Department, Ingham County Prosecutor's Office, Ending Violent Encounters and Tri-County Office on Aging to develop a multidisciplinary approach to addressing elder abuse in Ingham County, Michigan. Project

partners will provide training opportunities to assist law enforcement, prosecutors, governmental agencies, victim assistants and relevant officers of Federal, State, tribal, territorial and local courts in recognizing, addressing, investigating and prosecuting instances of elder abuse; provide or enhance services for victims of elder abuse; create or support multidisciplinary collaborative community responses to victims of elder abuse; and conduct cross-training for victim service organizations, governmental agencies, courts, law enforcement and nonprofit, nongovernmental organizations serving victims of elder abuse, neglect and exploitation, including domestic violence, dating violence, sexual assault and stalking, who are 50 years of age or older. Through this collaboration, the City of Lansing and its project partners will also engage in a review of their policies and protocols and agree to put in place a body of policies and protocols, based on multi-disciplinary collaboration, designed to aid in improving in the identification, investigation, prosecution and adjudication of cases of elder abuse, exploitation and neglect, including domestic violence and sexual assault.

CANCE