

HAMPTON VA

Grant Routing Sheet

COMPLETED GRANT OVERVIEW PROPOSAL MUST BE ATTACHED BEFORE ROUTING IS INITIATED

Date Routing Initiated: 8/7/17 Application Due Date: n/a

Originating Department: HPD Department No.: _____

Submitter's Name: Alyson Trowbridge Direct Telephone No. (757) 728-3095

E-mail Address: atrowbridge@hampton.gov

Grant Title: FFY18 DMV Highway Safety Grant

Other Participating Departments: n/a

BEFORE COMPLETING AN APPLICATION:

1. READ THE GENERAL INSTRUCTIONS. _____ (Submitter's Initials)

2. COMPLETE GRANT PROPOSAL OVERVIEW. _____ (Submitter's Initials)

3. DEPARTMENT HEAD
ORIGINATING DEPT. _____
Print Name Signature Date

4. ASSISTANT CITY
MANAGER _____
Print Name Signature Date 8/9/17

**N/A: GRANT APP
COMPLETED &**

BEFORE SUBMITTING AN APPLICATION TO THE AWARDING AGENCY:

5. PREPARE FINAL DOCUMENTATION PACKAGE FOR REVIEW TO INCLUDE (EITHER HAND COPY OR ELECTRONIC): ALL DOCUMENTS RELATED TO THE GRANT, INCLUDING, BUT NOT LIMITED TO INSTRUCTIONS, ATTACHMENTS, EXHIBITS, GRANT DOCUMENTS, PRIMARY GRANT (IF SUBAWARDED). _____ (Submitter's Initials)

6. COMPLETE APPLICATION EXCEPT NECESSARY SIGNATURES. _____ (Submitter's Initials)

7. BUDGET DIVISION

Print Name Signature Date

8. FINANCE DEPARTMENT

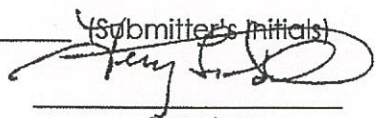
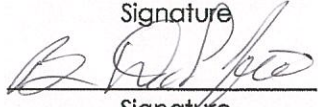
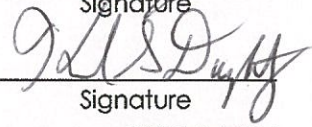
Print Name Signature Date

9. CITY ATTORNEY
Bronchi Lau _____
Print Name Signature Date 8-9-17

10. SIGN and SUBMIT APPLICATION. _____ (Submitter's Initials)

**SUBMITTED PRIOR
TO NEW PROCEDURE
IMPLEMENTATION**

AFTER GRANT AWARDED:

11. ADD AWARD LETTER TO DOCUMENTATION.	AT	(Submitter's Initials)	
12. ORIGINATING DEPT. (Approval as to Content)	Terry Sult		8/9/17
	Print Name	Signature	Date
13. RISK MANAGEMENT	N/A		
	Print Name	Signature	Date
14. HUMAN RESOURCES	N/A		
	Print Name	Signature	Date
15. BUDGET DIVISION	Brian DePinto		8/9/17
	Print Name	Signature	Date
16. FINANCE DEPARTMENT	Karl S. Daugherty		8/9/17
	Print Name	Signature	Date
17. CITY ATTORNEY	Brandi Law	Brandi Law <small>Digitally signed by Brandi Law Date: 2017.08.09 10:51:13 +0400'</small>	8.9.17
	Print Name	Signature	Date
18. CITY COUNCIL	COUNCIL FILE NO.: 17-0274		
CREATE GRANICUS FILE	Alyson Trowbridge	Alyson Trowbridge <small>Digitally signed by Alyson Trowbridge DN: cn=Alyson Trowbridge, o=IPDO, ou=Grants Administrator, email=trowbridge@ipdono.gov, c=US Date: 2017.08.09 10:50:04-0700'</small>	8/9/17
	Print Name	Signature	Date
ATTACH GRANT DOCUMENTS	_____	_____	_____
	Print Name	Signature	Date
ROUTE FOR APPROVAL	_____	_____	_____
	Print Name	Signature	Date
19. ADD SIGNED RESOLUTION TO DOCUMENTATION.	_____	(Submitter's Initials)	
20. OBTAIN SIGNATURES	_____	_____	_____
	Print Name	Signature	Date
21. ORIGINATING DEPARTMENT TO RETAIN ORIGINAL DOCUMENTATION.	_____	(Submitter's Initials)	
22. DISSEMINATE ELECTRONIC COPIES TO (INITIAL WHEN DISSEMINATED):			
CITY ATTORNEY:	_____	(Submitter's Initials)	
FINANCE:	_____	(Submitter's Initials)	
OTHER PARTICIPATING DEPARTMENTS (LIST):	_____	(Submitter's Initials)	
	_____	(Submitter's Initials)	

HAMPTON VA

Grant Proposal Overview

COMPLETED GRANT OVERVIEW PROPOSAL MUST BE ATTACHED TO THE GRANT ROUTING SHEET BEFORE ROUTING IS INITIATED

Grant Title: FFY18 DMV Highway Safety Grant

1. **PRIMARY OR SUB-AWARD:** Application will be submitted to the agency that is the primary source of funding (City = Primary Awardee); to an agency that has received the funds from another awarding agency (City = Sub-Awardee).

If the City is a Sub-Awardee, the agreement between the Primary Awardee and the agency to which the City is making application must be attached to this Overview. *see award agreement*

2. **GRANT AWARD PERIOD:** If awarded, funds are expected to be received:
 in the current fiscal year only; in the current fiscal year and the future fiscal year(s) of _____ or in the future fiscal year(s) of _____.

3. **PREVIOUS APPLICATIONS:** (Not including the current application) This grant was previously applied for during '16, '17 fiscal year(s); and was previously awarded during all of the above fiscal year(s).

If previously awarded, provide all prior agenda items numbers and dates of Council approval.
Resolutions passed Oct 14, 2015, Sept 14, 2016 ; Agenda Item #'s not available

4. **BACKGROUND/PURPOSE:** The Virginia Department of Motor Vehicles has awarded the City of Hampton Police Division pass-through funding from the National Highway Traffic Safety Administration for Federal Fiscal Year (FFY) 2018 in the amount of \$50,450.00. These grant funds are for officer overtime relating to selective enforcement (speed), three additional LIDAR units, and two officers to attend a highway safety related training.

5. TYPE OF GRANT EXPECTED TO BE AWARDED:

Cash Amount \$ 50,450.00

Non-Cash (Describe): _____

8. *Proposed Budget:*

	<u>City Department-Match</u>			<u>Other Match(es)</u>	
	Grant Total	Cash	In-Kind	Cash	In-Kind
Personnel Svcs	41,650.00	41,650.00			
Operating Exp.	26,225.00	1,000.00	25,225.00		
Capital Outlay	7,800.00	7,800.00			
Column Totals		50,450.00	25,225.00		

Grand Total: 75,675.00

9. *Additional information that will be helpful to reviewers:* Virginia's Highway Safety Program is entered into agreement between the Virginia Department of Motor Vehicles (DMV) and the City of Hampton. This is a subrecipient grant due to the DMV being allocated funds by the U.S. Department of Transportation National Highway Traffic Safety Administration (NHTSA). This agreement is outlined in the Highway Safety Grant Agreement award which has been attached to this for signature. Application was previously submitted and was awarded to the City of Hampton Police Division.
