

HAMPTON VA

Grant Routing Sheet

COMPLETED GRANT OVERVIEW PROPOSAL MUST BE ATTACHED BEFORE ROUTING IS INITIATED

Date Routing Initiated: 08/27/2020 Application Due Date: 09/30/2020

Originating Department: Hampton Police Division Department No.: 310

Submitter's Name: Laura Hall for Chief T. Sult Direct Telephone No. (757) 728-3095

E-mail Address: lahall@hampton.gov

Grant Title: FY2022 PSAP Education Grant

Other Participating Departments: _____

BEFORE COMPLETING AN APPLICATION:

1. READ THE GENERAL INSTRUCTIONS. LH (Submitter's Initials)
2. COMPLETE GRANT PROPOSAL OVERVIEW. LH (Submitter's Initials)
3. DEPARTMENT HEAD
ORIGINATING DEPT. Chief T. Sult See att. email 9-21-20
Print Name Signature Date
4. ASSISTANT CITY
MANAGER S. Bond See att. email 9-21-20
Print Name Signature Date

BEFORE SUBMITTING AN APPLICATION TO THE AWARDING AGENCY:

5. PREPARE INITIAL DOCUMENTATION PACKAGE FOR REVIEW TO INCLUDE (EITHER HARD COPY OR ELECTRONIC): ALL DOCUMENTS RELATED TO THE GRANT, INCLUDING, BUT NOT LIMITED TO INSTRUCTIONS, ATTACHMENTS, EXHIBITS, GRANT DOCUMENTS, PRIMARY GRANT (IF SUBAWARDEE). LH (Submitter's Initials)
6. COMPLETE APPLICATION EXCEPT NECESSARY SIGNATURES. LH (Submitter's Initials)
7. CITY ATTORNEY B. Law See att. email 9/21/20
Print Name Signature Date
8. BUDGET DIVISION L. Green See att. email 9-21-20
Print Name Signature Date
9. HUMAN RESOURCES H. Clark See att. email 9-21-20
Print Name Signature Date

10. FINANCE DEPARTMENT

V. Kmetz
Print Name

See att. email
Signature

9-21-20
Date

11. RISK MANAGEMENT

P. Parker
Print Name

see att. email
Signature

9-21-20
Date

AFTER GRANT IS AWARDED:

- ✓ After the grant award has been received, and if there no changes to the application or condition(s), the grant may now be placed in Granicus for City Council action.
- ✓ Reference "Quick Tips for Submitting Grants - City Council Agenda"



If there are **ANY** changes to **ANY** component of the grant, consult with your department's City Attorney for advice on whether to re-route the grant for second approval or continue with the placement of the grant on the Council agenda.

HAMPTON VA

Grant Proposal Overview

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

Grant Title: FY2022 PSAP Education Program

1. **PRIMARY OR SUB-AWARD:** Application will be submitted to: the agency that is the primary source of funding (City = Primary Awardee); the 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.

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 FY2022.

3. **PREVIOUS APPLICATIONS:** (Not including the current application) This grant was previously applied for during 2018, 2019, 2020 fiscal year(s); and was previously awarded during 2019, 2020, 2021 fiscal year(s).

If previously awarded, provide all prior agenda items numbers and dates of Council approval.

18-0310, 19-0086, See Below

4. BACKGROUND/PURPOSE:

An application for the FY21 PSAP grant was submitted and approved. Due to the Virginia 9-1-1 Services Board migrating into a new system, an award letter has not been received, to date. Once that letter is received, the grant award will move to council for appropriation.

The PSAP Grant Program is a multi-million dollar grant program administered by the Virginia 9-1-1 Services Board. The purpose of the program is to financially assist Virginia primary PSAPs with the purchase of equipment and services that support the continuity and enhancement of wireless E-911. Any Virginia primary PSAP that supports wireless E-911 is eligible to apply for and receive these funds either as a standalone applicant or as part of a regional initiative or a consolidation project, with the exception of individual PSAP application for the 9-1-1 PSAP Education Program.

5. TYPE OF GRANT EXPECTED TO BE AWARDED:

Cash Amount \$ 3,000.00

Non-Cash (Describe): _____

6. FINANCIAL OBLIGATIONS:

a. **Current Financial Obligations:** This grant will will not **require** matching funds/contributions. If so, please indicate in the space below the amount and whether the match is cash or in-kind, or both.

Required Match – CASH

Required Match – IN KIND

Amount: Cash \$ _____

*Value of In-Kind \$ _____

* Description:

N/A

b. **Future Financial Obligations:** This proposal will will not incur commitments or financial obligations for the City beyond the grant period. If it will, an authority memorandum from the City Manager's Office-Budget Division estimating future matching requirements and the time period must be attached to this Overview.

c. **Resource Obligations:** This proposal will will not require special facilities, equipment and/or services provided by the City. If it will, summarize arrangements in a separate memorandum and attach to this Overview.

7. Sources of Grant and Matching Funds:

Please identify the funding source of your grant and any required or non-required matches.

- For Federal grants, please provide the Federal Catalog Number (CFDA) and the grant number.
- For State grants, the grant number must be supplied.
- All grant matches must be supplied by the submitting department, unless they have historically received a contribution/match from the City's Matching Funds Pool or a special arrangement has been made with the City Manager's Office-Budget Division.
- If another City department, other than the submitting department, will be providing a funding or in-kind match, documentation to that effect must be submitted along with this grant packet.

Federal \$ _____

Pass Through \$ _____

State \$ 3,000.00

Foundation \$ _____

Private \$ _____

Federal Catalog No. _____

Federal Grant No. _____

State Grant No. N/A

b. Source of Matching Funds* (Please check all that apply.)

Department: N/A
 Budget Line-Item: _____ Amount: _____
 Budget Line-Item: _____ Amount: _____
 Budget Line-Item: _____ Amount: _____

**If you are listing a department funding source other than your department, the Budget Division will need written authorization of agreement to withdraw these funds.*

8. Proposed Budget:

	<u>City Department-Match</u>			<u>Other Match(es)</u>	
	<u>Grant Total</u>	<u>Cash</u>	<u>In-Kind</u>	<u>Cash</u>	<u>In-Kind</u>
Personnel Svcs					
Operating Exp.	\$3,000.00	\$3,000.00			
Capital Outlay					
Column Totals	\$3,000.00	\$3,000.00			

Grand Total: \$3,000.00

9. Additional information that will be helpful to reviewers:

RISK

Hall, Laura

From: Parker, Patricia
Sent: Monday, September 21, 2020 1:46 PM
To: Hall, Laura; Bond, Steven; Clark, Nicole; Daughtrey, Karl; Dennis, Steven; DeProfio, Brian; Green, Jacky; Green, Lori; Kmetz, Veronica; Law, Brandi; Sanders, Joe; Sult, Chief T.
Cc: McCrickard, Kerry
Subject: RE: APPROVALS NEEDED *FY22 PSAP Grant Application*

Risk approves

*Patricia L. Parker, ARM
Interim Risk Manager
City of Hampton
Department of Risk Management
(757) 727-6386*

HAMPTON VA
RISK MANAGEMENT

CONFIDENTIALITY NOTICE: This email message, including any attachments, is for the sole use of the intended recipient(s) and may contain information that is legally privileged, confidential and/or exempt from disclosure under applicable law. If you are not an intended recipient, you may not review, use, copy, disclose or distribute this message or any of the information contained in this message to anyone. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of this message and any attachments. City of Hampton and Hampton City Schools may monitor e-mail messages to and from the City of Hampton/Hampton City Schools network. Unintended transmission shall not constitute waiver of any privilege or confidentiality protected under federal statutes, the Virginia Freedom of Information Act or any applicable laws.

From: Hall, Laura <lahall@hampton.gov>
Sent: Monday, September 21, 2020 8:17 AM
To: Bond, Steven <sbond@hampton.gov>; Clark, Nicole <nmclark@hampton.gov>; Daughtrey, Karl <kdaughtrey@hampton.gov>; Dennis, Steven <steven.dennis@hampton.gov>; DeProfio, Brian <bdeprofio@hampton.gov>; Green, Jacky <jgreen@hampton.gov>; Green, Lori <lgreen@hampton.gov>; Kmetz, Veronica <veronica.kmetz@hampton.gov>; Law, Brandi <brandi.law@hampton.gov>; Parker, Patricia <pparker@hampton.gov>; Sanders, Joe <jsanders@hampton.gov>; Sult, Chief T. <tsult@hampton.gov>
Cc: McCrickard, Kerry <kmccrickard@hampton.gov>; Hall, Laura <lahall@hampton.gov>
Subject: APPROVALS NEEDED *FY22 PSAP Grant Application*
Importance: High

Good afternoon,

The City of Hampton seeks to apply for the **FY22 PSAP (Public Safety Answering Point) Education Program Grant** in the amount of **\$3,000.00** to be utilized for E911 Dispatcher Training with **no local match**. This application is due 09/30/2020. Below are the attachments relating to this application:

Hall, Laura

Legal

From: Law, Brandi
Sent: Monday, September 21, 2020 1:28 PM
To: Hall, Laura; Bond, Steven; Clark, Nicole; Daughtrey, Karl; Dennis, Steven; DeProfio, Brian; Green, Jacky; Green, Lori; Kmetz, Veronica; Parker, Patricia; Sanders, Joe; Sult, Chief T.
Cc: McCrickard, Kerry
Subject: RE: APPROVALS NEEDED *FY22 PSAP Grant Application*

Legal approves.

From: Hall, Laura <lahall@hampton.gov>
Sent: Monday, September 21, 2020 8:17 AM
To: Bond, Steven <sbond@hampton.gov>; Clark, Nicole <nmclark@hampton.gov>; Daughtrey, Karl <kdaughtrey@hampton.gov>; Dennis, Steven <steven.dennis@hampton.gov>; DeProfio, Brian <bdeprofio@hampton.gov>; Green, Jacky <jgreen@hampton.gov>; Green, Lori <lgreen@hampton.gov>; Kmetz, Veronica <veronica.kmetz@hampton.gov>; Law, Brandi <brandi.law@hampton.gov>; Parker, Patricia <pparker@hampton.gov>; Sanders, Joe <jsanders@hampton.gov>; Sult, Chief T. <tsult@hampton.gov>
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- Grant Proposal Overview
- Grant Routing Form
- FY22 PSAP Ed Application Guide (NOFO)
- FY22 City of Hampton Police Division Application

Please reply with your Department's approval for the City of Hampton Police Division to move forward in the submission of this grant application.

Thank you,

Best,

Ptl. Laura Hall

Interim Project & Grant Coordinator
Hampton Police Division
40 Lincoln St.
Hampton, VA 23669

Hall, Laura

From: Green, Lori
Sent: Monday, September 21, 2020 11:42 AM
To: Hall, Laura
Cc: Bond, Steven; Clark, Nicole; Daughtrey, Karl; Dennis, Steven; DeProfio, Brian; Green, Jacky; Kmetz, Veronica; Law, Brandi; Parker, Patricia; Sanders, Joe; Sult, Chief T.; McCrickard, Kerry
Subject: Re: APPROVALS NEEDED *FY22 PSAP Grant Application*

Hello,

The Budget Division approves of this grant application as no cash match is required. Should your department be awarded the grant, the Budget Division requests that the item be placed on the City Council's agenda within 30 days of the grant award or as soon as possible thereafter.

Thank you.

L. A. Green
Budget Division

On Sep 21, 2020, at 8:17 AM, Hall, Laura <lahall@hampton.gov> wrote:

<image001.gif>
Good afternoon,

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Thank you,

Best,

ACM

Hall, Laura

From: Bond, Steven
Sent: Monday, September 21, 2020 9:39 AM
To: Sult, Chief T.
Cc: Hall, Laura; Clark, Nicole; Daughtrey, Karl; Dennis, Steven; DeProfio, Brian; Green, Jacky; Green, Lori; Kmetz, Veronica; Law, Brandi; Parker, Patricia; Sanders, Joe; McCrickard, Kerry
Subject: Re: APPROVALS NEEDED *FY22 PSAP Grant Application*

Approved

Sent from my iPad

On Sep 21, 2020, at 9:06 AM, Sult, Chief T. <tsult@hampton.gov> wrote:

Approved

Terry Sult
Sent from my iPhone

On Sep 21, 2020, at 8:17 AM, Hall, Laura <lahall@hampton.gov> wrote:

<image001.gif>
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Sult

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Best,

Ptl. Laura Hall

Interim Project & Grant Coordinator
Hampton Police Division
40 Lincoln St.
Hampton, VA 23669
Desk - 757-728-3095
Mobile - 757-778-5192

HR

Hall, Laura

From: Clark, Nicole
Sent: Monday, September 21, 2020 9:04 AM
To: Hall, Laura
Subject: RE: APPROVALS NEEDED *FY22 PSAP Grant Application*

Human Resources approves.

Nicole M. Clark MSHRM, SPHR, IPMA-SCP, SHRM-SCP
Director of Human Resources
City of Hampton
22 Lincoln Street
Hampton, Virginia 23669
P: 757-727-6522 F:757-727-6449
HAMPTON VA

From: Hall, Laura <lahall@hampton.gov>
Sent: Monday, September 21, 2020 8:17 AM
To: Bond, Steven <sbond@hampton.gov>; Clark, Nicole <nmclark@hampton.gov>; Daughtrey, Karl <kdaughtrey@hampton.gov>; Dennis, Steven <steven.dennis@hampton.gov>; DeProfio, Brian <bdeprofio@hampton.gov>; Green, Jacky <jgreen@hampton.gov>; Green, Lori <lgreen@hampton.gov>; Kmetz, Veronica <veronica.kmetz@hampton.gov>; Law, Brandi <brandi.law@hampton.gov>; Parker, Patricia <pparker@hampton.gov>; Sanders, Joe <jsanders@hampton.gov>; Sult, Chief T. <tsult@hampton.gov>
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Finance

Hall, Laura

From: Kmetz, Veronica
Sent: Monday, September 21, 2020 8:39 AM
To: Hall, Laura; Bond, Steven; Clark, Nicole; Daughtrey, Karl; Dennis, Steven; DeProfio, Brian; Green, Jacky; Green, Lori; Law, Brandi; Parker, Patricia; Sanders, Joe; Sult, Chief T.
Cc: McCrickard, Kerry
Subject: RE: APPROVALS NEEDED *FY22 PSAP Grant Application*

Finance approves.

Veronica A. Kmetz
 Finance Department
 Phone: 757-727-6331


From: Hall, Laura <lahall@hampton.gov>
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To: Bond, Steven <sbond@hampton.gov>; Clark, Nicole <nmclark@hampton.gov>; Daughtrey, Karl <kdaughtrey@hampton.gov>; Dennis, Steven <steven.dennis@hampton.gov>; DeProfio, Brian <bdeprofio@hampton.gov>; Green, Jacky <jgreen@hampton.gov>; Green, Lori <lgreen@hampton.gov>; Kmetz, Veronica <veronica.kmetz@hampton.gov>; Law, Brandi <brandi.law@hampton.gov>; Parker, Patricia <pparker@hampton.gov>; Sanders, Joe <jsanders@hampton.gov>; Sult, Chief T. <tsult@hampton.gov>
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