

# HAMPTON VA

## Grant Proposal Overview

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

**Grant Title:** FY 2018 Project Safe Neighborhoods

- 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 FY21-FY22 or  in the future fiscal year(s) of \_\_\_\_\_.

- 3. PREVIOUS APPLICATIONS:** (Not including the current application) This grant was previously applied for during N/A fiscal year(s); and was previously awarded during \_\_\_\_\_ fiscal year(s).

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

N/A

#### **4. BACKGROUND/PURPOSE:**

Project Safe Neighborhoods (PSN) is designed to create and foster safer neighborhoods through a sustained reduction in violent crime, including, but not limited to, addressing criminal gangs and the felonious possession and use of firearms. The program's effectiveness depends upon the ongoing coordination, cooperation, and partnerships of local, state, tribal, and federal law enforcement agencies—and the communities they serve—engaged in a unified approach led by the U.S. Attorney (USA) in all 94 districts. Acting decisively in a coordinated manner at all levels—federal, state, local, and tribal—will help reverse a rise in violent crime and keep American citizens safe. PSN provides the critical funding, resources, and training for law enforcement, prosecutors, and their PSN teams to combat violent crime and make their communities safer through a comprehensive approach to public safety that marries targeted law enforcement efforts with community engagement, prevention, and reentry efforts. The Hampton Police Division is seeking funding for equipment, education, and personnel overtime expenses in order to support the goals and objectives of Project Safe Neighborhoods.

**5. TYPE OF GRANT EXPECTED TO BE AWARDED:**

**Cash Amount \$** 74,406.00

**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** \$ 74,406.00  
**State** \$ \_\_\_\_\_  
**Foundation** \$ \_\_\_\_\_  
**Private** \$ \_\_\_\_\_

**Federal Catalog No.** 16.609  
**Federal Grant No.** Unknown  
**State Grant No.** \_\_\_\_\_

**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:**

City Department-Match

Other Match(es)

|                      | <u>Grant Total</u> | <u>Cash</u> | <u>In-Kind</u> | <u>Cash</u> | <u>In-Kind</u> |
|----------------------|--------------------|-------------|----------------|-------------|----------------|
| Personnel Svcs       | \$11,008.00        |             |                |             |                |
| Operating Exp.       | \$63,398.00        |             |                |             |                |
| Capital Outlay       |                    |             |                |             |                |
| <b>Column Totals</b> | <b>\$74,406.00</b> |             |                |             |                |

**Grand Total:** \$74,406.00

**9. Additional information that will be helpful to reviewers:**

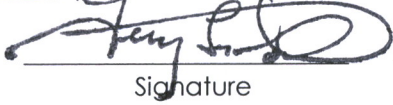
# HAMPTON VA

## Grant Routing Sheet

**\*COMPLETED GRANT OVERVIEW PROPOSAL MUST BE ATTACHED BEFORE ROUTING IS INITIATED\***

Date Routing Initiated: 08/11/20 Application Due Date: ASAP  
Originating Department: Hampton Police Division Department No.: 310  
Submitter's Name: Laura Hall for Chief Sult Direct Telephone No. (757) 728-3095  
E-mail Address: lahall@hampton.gov  
Grant Title: FY18 Project Safe Neighborhoods  
Other Participating Departments: N/A

### 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  8.11.20  
Print Name Signature Date
4. ASSISTANT CITY  
MANAGER S. Bond See attached email 8.12.20  
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 attached email  
Print Name Signature Date
8. BUDGET DIVISION L. Green See attached email 8-11-20  
Print Name Signature Date
9. HUMAN RESOURCES N. Clark See attached email 8-27-20  
Print Name Signature Date

10. FINANCE DEPARTMENT

V. Kmetz  
Print Name

See attached email 8-12-20  
Signature Date

11. RISK MANAGEMENT

Not required  
Print Name

Not required  
Signature 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.

Budget

Hall, Laura

**From:** Green, Lori  
**Sent:** Tuesday, August 11, 2020 4:45 PM  
**To:** Hall, Laura; Bond, Steven; Clark, Nicole; Daughtrey, Karl; Dennis, Steven; DeProfio, Brian; Green, Jacky; Kmetz, Veronica; Law, Brandi; Parker, Patricia; Sanders, Joe; Sult, Chief T.  
**Cc:** McCrickard, Kerry  
**Subject:** RE: \*\*URGENT\*\* APPROVALS NEEDED

Hello,

The Budget Division approves of this grant application as no cash match is required.

Should the grant be awarded to the submitting department, the Budget Division requests that the grant award be placed on the City Council's agenda for acceptance and appropriation of funds within 30 days of receipt of the grant award or as soon as possible thereafter.

Thank you.

*Lori*

L. A. Green  
Budget Division

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**From:** Hall, Laura <lahall@hampton.gov>  
**Sent:** Tuesday, August 11, 2020 2:55 PM  
**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:** Hall, Laura <lahall@hampton.gov>; McCrickard, Kerry <kmccrickard@hampton.gov>  
**Subject:** \*\*URGENT\*\* APPROVALS NEEDED

Good afternoon. The Hampton Police Division is seeking grant funding through the Virginia Associations of Chiefs of Police and Foundation, Inc, as a sub-awardee of the FY18 Project Safe Neighborhoods Grant Program. There is no due date for this grant, however the grant makers need



legal

Hall, Laura

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**From:** Law, Brandi  
**Sent:** Monday, May 24, 2021 1:19 PM  
**To:** Hall, Laura  
**Subject:** RE: \*\*URGENT\*\* APPROVALS NEEDED

I approve!

I also think Mary initialed your other docs. I just need to go grab them.

**From:** Hall, Laura <lahall@hampton.gov>  
**Sent:** Monday, May 24, 2021 11:21 AM  
**To:** Law, Brandi <brandi.law@hampton.gov>  
**Subject:** FW: \*\*URGENT\*\* APPROVALS NEEDED  
**Importance:** High

Hi Brandi. I cannot find your approval for this grant. I know I had it, but I am not sure if it went to Amanda or what. I finally (FRIDAY) got notification that we were awarded funding and need to get it on Granicus ASAP. When I was getting documents together, I noticed that I didn't have an approval email from you. It very well may have gone to Amanda or been lost in the ether. In order for me to cover all of my bases, could you glance over this and send your approval?

Thank you so much!

Best,

Laura

**From:** Hall, Laura  
**Sent:** Thursday, August 27, 2020 12:48 PM  
**To:** Clark, Nicole <nmclark@hampton.gov>; Parker, Patricia <pparker@hampton.gov>  
**Subject:** FW: \*\*URGENT\*\* APPROVALS NEEDED

Good afternoon. In going through all of these approvals, I realized that I never received anything back from HR or Risk. I'm not entirely sure I need them to proceed, but wanted to reach out again. I apologize for the confusion, as I also applied for another grant at the same time and did received responses from y'all for that one.

Thanks for the assistance!

Best,

Ptl. Laura Hall

HR

Hall, Laura

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**From:** Clark, Nicole  
**Sent:** Thursday, August 27, 2020 2:27 PM  
**To:** Hall, Laura; Parker, Patricia  
**Subject:** RE: **\*\*URGENT\*\*** APPROVALS NEEDED

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:** Thursday, August 27, 2020 12:48 PM  
**To:** Clark, Nicole <nmclark@hampton.gov>; Parker, Patricia <pparker@hampton.gov>  
**Subject:** FW: **\*\*URGENT\*\*** APPROVALS NEEDED

Good afternoon. In going through all of these approvals, I realized that I never received anything back from HR or Risk. I'm not entirely sure I need them to proceed, but wanted to reach out again. I apologize for the confusion, as I also applied for another grant at the same time and did received responses from y'all for that one.

Thanks for the assistance!

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

**From:** Hall, Laura <lahall@hampton.gov>  
**Sent:** Tuesday, August 11, 2020 2:55 PM  
**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,



Finance

Hall, Laura

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**From:** Kmetz, Veronica  
**Sent:** Wednesday, August 12, 2020 9:45 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.  
**Subject:** RE: \*\*CORRECTION\*\* FW: \*\*URGENT\*\* APPROVALS NEEDED

Finance approves. 😊

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

**From:** Hall, Laura <lahall@hampton.gov>  
**Sent:** Wednesday, August 12, 2020 7:22 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>  
**Subject:** \*\*CORRECTION\*\* FW: \*\*URGENT\*\* APPROVALS NEEDED

Good morning. Thank you, Ms. Kmetz for catching, my error. **The grant is for the amount of \$74,406.** I apologize for the multiple emails and the inconvenience.

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

**From:** Kmetz, Veronica <veronica.kmetz@hampton.gov>  
**Sent:** Tuesday, August 11, 2020 3:52 PM  
**To:** Hall, Laura <lahall@hampton.gov>  
**Subject:** RE: \*\*URGENT\*\* APPROVALS NEEDED

Laura,

CMO

Hall, Laura

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**From:** Bond, Steven  
**Sent:** Wednesday, August 12, 2020 9:30 AM  
**To:** Green, Lori; Hall, Laura; Clark, Nicole; Daughtrey, Karl; Dennis, Steven; DeProfio, Brian; Green, Jacky; Kmetz, Veronica; Law, Brandi; Parker, Patricia; Sanders, Joe; Sult, Chief T.  
**Cc:** McCrickard, Kerry  
**Subject:** RE: \*\*URGENT\*\* APPROVALS NEEDED

The CMO approves

Steven D. Bond, Esq.  
Assistant City Manager  
City of Hampton, VA  
Phone: 757-727-6392  
Fax: 757-728-3037

**From:** Green, Lori  
**Sent:** Tuesday, August 11, 2020 4:45 PM  
**To:** Hall, Laura <lahall@hampton.gov>; 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>; 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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*Lori*

L. A. Green  
Budget Division

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