

**COMMONWEALTH OF VIRGINIA**  
**Memorandum of Understanding (MOU)**  
**Between**  
**The Virginia Department of Criminal Justice Services**  
**and**  
**The City of Hampton**  
**for**  
**Hampton University**

DCJS Memorandum of Understanding #: **FY23 - 143**

**1. PURPOSE:**

This document establishes a Memorandum of Understanding (MOU) between the City of Hampton, Virginia, and the Virginia Department of Criminal Justice Services (DCJS). Pursuant to Item 408, paragraph S(iv) of the 2022 Appropriations Act, the primary purpose of this initiative is to provide funding support to agencies and institutions within Virginia's Historically Black Colleges and Universities (HBCU) for an increased level of presence and security on campus. This MOU defines the responsibilities of both the City of Hampton and DCJS as it pertains to supporting campus safety and security initiatives at Hampton University.

**2. GENERALLY:**

- 2.1 The Memorandum of Understanding (MOU) is effective upon the signature of an authorized representative of the City of Hampton, for Hampton University and the Director of DCJS.
- 2.2 This MOU shall remain in force from July 1, 2022, through June 30, 2023.
- 2.3 Amendments to this MOU must be agreed upon by both agencies in writing, and amendments shall remain in force until both agencies confirm in writing they are no longer necessary or desirable.

**3. AVAILABILITY OF FUNDS AND APPROPRIATIONS:**

- 3.1 It is understood and agreed between the parties that they shall be bound hereunder only to the extent of the funds available or which may become available for the purpose of this MOU, and that this MOU is subject to a state appropriation for this program.

**4. SCOPE OF WORK:**

**4.1 The City of Hampton and DCJS both agree that DCJS will:**

4.1.1 Provide a one-time payment of \$1,000,000 to the City of Hampton, upon the receipt of this fully executed MOU, to be used by Hampton University to support campus safety and security initiatives in accordance with State budgetary language.

**4.2 The City of Hampton and DCJS both agree that the City of Hampton (for Hampton University) will:**

4.2.1 Establish an agreement with Hampton University outlining the distribution and utilization of the funds in accordance with state budgetary language.

4.2.2 Ensure that the above-mentioned agreement documents how Hampton University will conduct campus safety and security initiatives as deemed appropriate and in accordance with State budgetary language. All expenditures related to the initiatives shall be utilized in a manner to support activities consistent with budgetary language. Detailed justification of the expenditures and activities shall be provided within a final written report to DCJS.

4.2.3 Submit a written report to DCJS outlining how the funds were utilized, via Mr. Tracy Matthews ([tracy.matthews@dcjs.virginia.gov](mailto:tracy.matthews@dcjs.virginia.gov)) or other designated DCJS designated representatives.

4.2.4 Maintain documentation including but not limited to, original procurement and employment documentation, for tracking and reporting purposes and make such documentation available to DCJS upon request.

**Agreed to by:**

	
Jackson Miller Director Department of Criminal Justice Services	Mary Bunting City Manager City of Hampton, Virginia
Date: 9-23-22	Date: