

# 520123 - Hampton Operation Ceasefire Grant Program-Prosecutorial Resources (OCGP)

## Application Details

**Funding Opportunity:** 519206-2024 Operation Ceasefire Grant Program  
**Funding Opportunity Due Date:** Nov 6, 2023 11:59 PM  
**Program Area:** Operation Ceasefire Grant Fund  
**Status:** Submitted  
**Stage:** Final Application

**Initial Submit Date:** Nov 3, 2023 8:21 AM  
**Initially Submitted By:** Karla Reaves  
**Last Submit Date:**  
**Last Submitted By:**

## Contact Information

### Primary Contact Information

**Name\*:** Mrs. Karla Crump Reaves Salutation First Name Middle Name Last Name Suffix  
**Title\*:** Director  
**Email\*:** [kreaves@hampton.gov](mailto:kreaves@hampton.gov)  
**Address\*:** 236 N. King Street

**Phone\*:** Hampton Virginia 23669 3522 City State/Province Postal Code/Zip Zip +4  
(757) 726-6978 Ext.  
Phone  
### ### #####

**Fax:** (757) 726-6917  
### ### #####

### Organization Information

**Federal ID Number\*:** 546001336  
**Organization Name\*:** Hampton  
**Organization Type\*:** City Government  
**Unique Entity Identifier (UEI):** H43KALPESBP1  
**SAM Validation:** Yes  
**SAM Expiration Date:** 2024-02-15  
**SAM Exclusion Flag:**  
**SAM Type:**

**Restricted Expiration Date:**

**Organization Website:**

For example: <http://www.dcs.virginia.gov>

**Address\*:**

City of Hampton

22 Lincoln Street

Hampton Virginia 23669 Zip +4  
City State/Province Postal Code/Zip

**Phone\*:**

(757) 727-6230 Ext.

### ### #####

**Fax:**

### ### #####

**Faith Based Organization\*:**

No

**FIPS Code (Only Required for Local Government):**

650-Hampton

## Face Sheet

### Face Sheet

Select the congressional district(s) that will benefit from the program.

**Congressional District(s)\*:**

3rd

Choose all that apply.

**Best Practice?:**

For JJDP programs only.

Select all jurisdiction(s) served; if appropriate, select "STATEWIDE"

**Jurisdiction(s) Served\*:**

HAMPTON

Choose all that apply.

**Program Title:**

Hampton Operation Ceasefire Grant Program-Prosecutorial Resources (OCGP)

Click [here](#) to see if you are certified.

**Certified Crime Prevention Community?\***

Yes

**Type of Application\*:**

New

Check the box(s) that best describes the applicant service area.

**Community Setting\*:**

Urban

In this space, provide a short description of the project.

**Brief Project Overview\*:**

The Hampton Commonwealth's Attorney's Office is seeking funding from Operation Ceasefire to secure a full-time Victim Specialist and an Investigator. These positions are intended to bolster and complement the ongoing programs and initiatives of Operation Ceasefire that are currently being carried out by the Hampton Commonwealth's Attorney's Office. These positions will assist violent crime and weapon offenses assigned to the Gangs, Guns, and Drugs Team as well as crossover to assist the Crimes Against Persons and Juvenile and Domestic Teams when required

### Project Director

**Name:**

Prefix Anton A Bell Suffix  
First Name Middle Name Last Name

**Title\*:**

Commonwealth's Attorney

**Address\*:**

236 N. King St

Address Line 2

Hampton Virginia 23669 +4  
City State Zip Code

**Phone Number\*:**

757-728-3059

**Fax Number:**

**Email Address\*:** [abell@hampton.gov](mailto:abell@hampton.gov)

Is the mailing address the same as the physical address?

**Mailing Address\*:** Yes

**Mailing Address:**

Address Line 2

City Virginia 0 +4  
State Zip Code

**Project Administrator**

**Name:** Prefix Mary Middle Name Bunting Suffix  
First Name Last Name

**Title\*:** City Manager

**Address\*:** 22 Lincoln Street 8th Floor

Address Line 2

Hampton Virginia 23669 +4  
City State Zip Code

**Phone Number\*:** 757-727-6392

**Fax Number:**

**Email Address\*:** [mbunting@hampton.gov](mailto:mbunting@hampton.gov)

Is the mailing address the same as the physical address?

**Mailing Address\*:** Yes

**Mailing Address:**

Address Line 2

City Virginia 0 +4  
State Zip Code

**Finance Officer**

**Name:** Prefix Karl Middle Name Daughtrey Suffix  
First Name Last Name

**Title\*:** Finance Director

**Address\*:** 22 Lincoln Street

Address Line 2

Hampton Virginia 23669 +4  
City State Zip Code

**Phone Number\*:** 757-727-6230

**Fax Number:**

**Email Address\*:** [kdaughtrey@hampton.gov](mailto:kdaughtrey@hampton.gov)

Is the mailing address the same as the physical address?

**Mailing Address\*:** Yes

**Mailing Address:**

Address Line 2

City Virginia 0 +4  
State Zip Code

**General Conditions and Assurances - Global**

## General Conditions and Assurances

I certify that all the information presented is correct, that there has been appropriate coordination with affected agencies, and that the applicant will comply with the provisions of all other federal and state laws and rules and regulations that apply to this award.

**Certification\*:**

Yes

**Authorized Official (Project Administrator)\*:**

Steven Bond 11/01/2023  
First Name Last Name Date

## Project Narrative Form

### Project Narrative

**Demonstration of Need\*:**

As the Chief Law Enforcement Officer for the city of Hampton, the role and obligations of the Commonwealth's Attorney play a pivotal role in safeguarding and promoting the well-being of the 137,756 residents it serves. The Hampton Commonwealth's Attorney's Office is committed to enhancing the quality of life for the citizens and that the laws of the Commonwealth be enforced in pursuit of justice for all. A comprehensive analysis of violent crimes in the City of Hampton spanning from 2009 to 2021 revealed a concerning trend where African American males were disproportionately victimized by violent offenses. During this same timeframe, a staggering 53% of all firearm-related homicide victims were under the age of 25, underscoring the vulnerability of our young population to such violence. Tragically, victims of violent crimes are often ensnared in a cycle of violence themselves, residing in communities where violence is distressingly prevalent. The beginning of 2023 marked a surge in violence, with eight separate incidents resulting in loss of life and ten individuals sustaining non-fatal injuries. In a cumulative analysis spanning from January 2021 to October 2023, Hampton recorded a total of 453 firearm-involved incidents, combining both fatal and non-fatal cases.

Moreover, according to one of our city partners, the Office of Youth and Young Adult Opportunities, a survey initiated by researchers from Christopher Newport University's Center for Crime, Equity, and Justice Research and Policy (CCEJRP) was conducted. The objective of this survey was to gain a more profound understanding of how community members perceive the causes and consequences of crime and safety in the City of Hampton. The ultimate aim was to align the city's initiatives with the genuine needs of the community. The survey unveiled that the majority of respondents identified unsupervised youth, drug-related issues, and concerns related to mental health and well-being as the top three contributors to crime. In addition, the survey underscored a substantial discrepancy between individuals' awareness of available community resources and their actual utilization. Survey respondents also expressed pervasive concerns about the accessibility of firearms for individuals at high risk and the prevalence of crimes occurring during nighttime hours. The population intended to serve are citizens in the City of Hampton who have been impacted by violent crime. This population consists of individuals who have experienced the traumatic effects of violent incidents. The Commonwealth's Attorney's Office has made significant gains in identifying and apprehending these high-risk individuals and in understanding the root causes of violence. We have done this, in part, by collaborating with criminal justice stakeholders and the communities most impacted by gun violence. In 2017, the Commonwealth's Attorney's Office partnered with community members and criminal justice stakeholders to develop a program entitled Community Empowerment to Reduce Violence (CERV). The Violent Crime Review brought together criminal justice partners and individuals from the community that are most impacted by violence to share their knowledge of violent gun crimes in Hampton and to develop prevention and intervention strategies using strategic problem analysis.

Currently, the office has developed programming for Prevention, Intervention, and Enforcement (P.I.E). The Commonwealth's Attorney's office has the Junior Commonwealth's Attorneys Summer Program which works to strengthen crime prevention and educational outreach. This is a free opportunity to allow students to learn about the Criminal justice process and professionals who work in the field. Students will participate in an interactive curriculum to include courtroom observations and field trips to the Federal Bureau of Investigation, Hampton Police Department, Virginia State Capitol, Hampton Courts, Hampton 911 Center and Office of the Attorney General. Educating Kids about Gun Violence (EKG) is a two-hour interactive classroom and community presentation led by trained EKG Team. The team will use the EKG curriculum, photographs, case scenarios, personal stories, and small group discussions to educate students about the consequences of gun possession, gang-related violence and the positive alternatives available. The Caviar Club is a support group for youth and young adults between 12-25 who have been victims or witnesses to violent crimes. Finally, the Group Violence Intervention (GVI) Call-Ins provide a platform for offenders and group/gang members to meet with resource partners and law enforcement officers face-to-face. Every call-in participant will be offered assistance with education, employment, counseling, and healthcare. Each person will be warned that from this point forward, he/she is targeted for vigorous prosecution if the violence does not cease.

**Project Description\*:**

The aim of the Commonwealth's Attorney's Office project is to enhance the Operation Ceasefire (P.I.E.) team by incorporating an Operation Ceasefire Victim Specialist and an Operation Ceasefire Investigator. This expanded team will collaborate with the existing Operation Ceasefire Program Coordinator and will further the overarching goal of decreasing violent crime in the city of Hampton. The project will provide community engagement, intelligence gathering, offender communication, victim support, resource allocation, and public awareness.

Under the direction of the Project Director, the victim specialist and investigator positions will be advertised within the first quarter of FY2024. It is

anticipated by the second quarter of FY2024, all vacancies will be filled, and will begin their assigned duties for the Operation Ceasefire Team. Operation Ceasefire efforts will be an ongoing, evolving program with elements that may run simultaneously or sequentially. The timeline will be from the grant cycle as the program aims to have a sustained and lasting impact on reducing violent crime in the community.

Through grants provided by VOCA (Victims of Crime Act), several successful initiatives have been introduced through the Commonwealth's Attorney's office such as the Rapid Engagement and Support in the Event of Trauma (R.E.S.E.T.) program and a support group dedicated to Homicide Survivors. Furthermore, the Office of the Commonwealth's Attorney efficiently manages several other grants administered by DCJS (Department of Criminal Justice Services), including those related to Virginia Sexual and Domestic Violence, the American Rescue Plan Act, and Operation Ceasefire. At present, the office is responsible for overseeing more than \$700,000 in grant funding.

Recognizing the importance of financial sustainability, the office is dedicated to ensuring the continued provision of services beyond the grant funding period. This proactive approach involves a comprehensive understanding of grants and funding streams. Continuously, the Grants Administration team for the office monitors potential funding opportunities and remain committed to seeking new avenues for grant support.

Additionally, the office will engage with city authorities to explore the possibility of integrating this position within the city's budget. This, along with the pursuit of alternative funding sources, will be instrumental in safeguarding job stability and ensuring that the program's measures continue to benefit this community without disruption.

This project will maintain its commitment to consulting with subject matter experts at the National Network for Safe Communities, the Office of the Attorney General, and other professionals in the field of violence prevention. The team will have the capacity to employ data collection methods for assessing program performance. Currently, the existing case management system, Prosecutor by Karpel, is equipped to record and store statistical data. Additionally, the office will employ surveys and other feedback mechanisms to assess and appraise the project's effectiveness.

## Lobbying and Disbarment - Global

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### Performance Sites

Street Address	City	County	State	Zip Code
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No Data for Table

### Workplaces and OJP Form 4061/7

Are there workplaces on file that are not identified above?

**Workplaces\*:** No

### Lobbying and Debarment Certification

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

**Certification\*:** Yes

**Authorized Representative\*:** Steven Bond  
 First Name Last Name  
 Assistant City Manager 11/01/2023  
 Title Date

## Goals and Objectives

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### Requested

If this is not requested, please indicate that here and then mark this form as complete.

**Are Goals and Objectives required by the funding opportunity?\*** Yes

### Goals and Objectives

Goal	Performance Rate	Objective	Activities	Month (in which implementation step occurs)
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**Pretrial Services**

The below goals are performance measures required by Code of Virginia ...

Pretrial Services Assessment Completion Rate

Minimum Supervision Level (Release Level) Concurrence Rate

## Personnel and Employee Fringe Benefits

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

**Is Personnel being requested?\***: Yes

**Personnel**

Employee Name	Position Title	Position	Total Hours Per Week (if applicable)	Total Hours Per Year	Total Annual Salary (grant-funded plus other sources)	Percent being requested	Number of Grant-Funded Hours (hours per year)	Grant-Funded Full Time Equivalent (?FTE?)	Total Salary Requested from Grant	New Position?	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match
To Be Determined	Operation Ceasefire Victim Specialist	Full Time		2080	\$41,132.00	100.00%	2080	1	\$41,132.00	Yes	\$0.00	\$123,396.00	\$0.00	\$0.00	\$0.00
To Be Determined	Operation Ceasefire Legal Investigator	Full Time		2080	\$64,182.00	100.00%	2080	1	\$64,182.00	Yes	\$0.00	\$192,546.00	\$0.00	\$0.00	\$0.00
			<b>0</b>	<b>4160</b>	<b>\$105,314.00</b>		<b>4160</b>	<b>2.00</b>	<b>\$105,314.00</b>		<b>\$0.00</b>	<b>\$315,942.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Employee Fringe Benefits**

Employee Name	FICA	Retirement	Group Life Insurance	Health Insurance	Workers? Comp	Unemployment	Disability	Other	Requested Employee Fringe Benefits Total	If Other, Please Describe	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match						
To Be Determined	\$9,441.00	\$25,665.00	\$1,653.00	\$23,649.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,408.00		\$0.00	\$60,408.00	\$0.00	\$0.00	\$0.00						
To Be Determined	\$14,730.00	\$40,050.00	\$2,580.00	\$23,649.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81,009.00		\$0.00	\$81,009.00	\$0.00	\$0.00	\$0.00						
<b>\$24,171.00</b>											<b>\$65,715.00</b>	<b>\$4,233.00</b>	<b>\$47,298.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$141,417.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Position and Justification**

Employee Name	Description of Position	Justification for Position
To Be Determined	The Operation Ceasefire Victim Specialist will have a myriad of responsibilities including providing direct services to assigned cases of violent crime and weapon offense victims pursuant to 19.2-11.01. These services include but are not limited to Virginia Victims' Fund assistance, Restitution, Victim Impact Statements, Victim Notification, Court Accompaniment, and Prosecution Interviews. This position will engage with victims, families, and witnesses of non-fatal shootings and other violent crimes at the earliest practical stage after the incident occurs. They will assess safety and provide service coordination for housing, relocation assistance for cooperating victims and witnesses, and other essential referrals.	The position is essential to the goals of this grant to be a stronger, more viable network for victims of violent crimes who need direct services. Increasing collaborative efforts to identify needs in the community to help build trust among victims and witnesses who are apprehensive about testifying and enhancing efforts to provide coordinated resources and services aimed at enhancing their safety, such as relocation assistance and safety planning. The role of a Victim Specialist is pivotal in supporting and empowering victims of violent crime, ensuring their well-being, and promoting a sense of security and justice within the community. It will encourage cooperation and engagement between victims and the criminal justice system.
To Be Determined	The Operation Ceasefire Investigator will be entrusted with a range of responsibilities aimed at facilitating the successful prosecution of violent crime and weapon-related offenses. These duties encompass conducting specialized criminal investigations on behalf of the Commonwealth's Attorney's Office and collaborating with prosecutors to enhance the ability to achieve successful convictions. The Operation Ceasefire investigator will also undertake tasks such as tracking down victims and witnesses involved in ongoing cases and serving subpoenas. The investigator will conduct interviews with witnesses regarding new evidence that surfaces subsequent to the submission of case files to the Commonwealth's Attorney's Office.	The role of the investigator is indispensable to the Operation Ceasefire Teams and will contribute to the prosecution of violent crime and weapon-related offenses. Within the holistic strategy of a multifaceted approach, encompassing both legal and investigative elements, the investigator will assume a central position. Their primary responsibility is to play a crucial role in constructing robust cases that lead to successful prosecutions. In doing so, the investigator significantly contributes to the reduction of crime rates within the community. Achieving success in prosecutions can also foster trust and confidence in the criminal justice system, potentially encouraging victims and witnesses to collaborate more readily.

**Personnel and Employee Fringe Benefits Totals**

**DCJS FUNDS**

<b>Federal Funds:</b>	\$0.00
<b>State Funds:</b>	\$457,359.00
<b>Special Funds:</b>	\$0.00

**Match Funds**

<b>Cash Match:</b>	\$0.00
<b>In-Kind Match:</b>	\$0.00

**Personnel/Fringe Total**

<b>TOTAL:</b>	\$457,359.00
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**Consultants**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

**Are Consultant and/or Consultant Travel being requested?\*** No

**Consultant**

Name of Consultant	Consultant Hourly Rate	Total Number of Hours	Total Consultant Cost	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Consultant Total
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No Data for Table

**Consultant Subsistence (lodging + meals) & Travel**

Name of Consultant	Number of Nights	Lodging Rate	Total Lodging	Number of Days	Per Diem Rate	Total Meals	Number of Miles	Mileage Rate	Total Travel	Other Subsistence/Travel	Total Other Travel	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Consultant In-Subsistence & Travel Total
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No Data for Table

**Consultant Role Description and Justification**

Name of Consultant	Description of Consultant's Role	Justification for Use of Consultant
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No Data for Table

**Consultant Subsistence & Travel Totals**

**DCJS FUNDS**

Federal Funds: \$0.00

State Funds: \$0.00

Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00

In-Kind Match: \$0.00

**Consultant Subsistence & Travel Total**

TOTAL: \$0.00

**Travel**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

Is Travel being requested?\*: Yes

**Local Mileage**

Number of Miles	Mileage Rate	Total Local Mileage	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Local Mileage Total
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No Data for Table

**Non-Local Mileage**

Number of Miles	Mileage Rate	Total	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Non-Local Mileage Total
1584	0.655	\$1,037.52	\$0.00	\$1,038.00	\$0.00	\$0.00	\$0.00	\$1,038.00
1584		\$1,037.52	\$0.00	\$1,038.00	\$0.00	\$0.00	\$0.00	\$1,038.00

**Mileage Description and Justification**



Type	Description of Mileage	Justification for Mileage
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Non-Local Mileage 528 miles at a rate of 0.655 for 2024, 2025, 2026. This total is 1038 for 3 years

The mileage would include grant-related in-state violence crime training necessary to achieve the goals and objectives of this grant. Mileage from Hampton, VA to training Roundtrip mileage equates to 528 miles at a rate of 0.655 for 2024, 2025, 2026. This total is 1038 for 3 years

The Operation Ceasefire Team will be required to attend in-state training to develop strategies and best practices to reduce violent crime in the community.

**Travel Totals**

**DCJS FUNDS**

Federal Funds:	\$0.00
State Funds:	\$1,038.00
Special Funds:	\$0.00

**Match Funds**

Cash Match:	\$0.00
In-Kind Match:	\$0.00

**Travel Total**

<b>TOTAL:</b>	<b>\$1,038.00</b>
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**Subsistence/Other Travel Costs**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

**Are Subsistence/Other Travel Costs being requested?\*** Yes

**Subsistence**

Event Title	Number of People Attending	Number of Nights	Lodging Rate	Total	Number of Days	Per Diem Rate	Total	Total Subsistence	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Subsistence Total
Violent Crime Training	4	2	\$200.00	\$400.00	2	\$69.00	\$138.00	\$538.00	\$0.00	\$6,456.00	\$0.00	\$0.00	\$0.00	\$6,456.00
	4	2		\$400.00	2		\$138.00	\$538.00	\$0.00	\$6,456.00	\$0.00	\$0.00	\$0.00	\$6,456.00

**Subsistence Description and Justification**

Event	Description of Costs	Justification for Costs
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Violent Crime Training years= 1656.00 Hotel- 200.00 per night x 2 days= 400.00 x 4 people= 1600.00 1600 x 3 years =4800

The cost for lodging and per diem is based on U.S. General Services Administration for 2024 with an increase in rates for 2025 and 2026. Meals- 69.00 x 2 days= 138.00 x 4 people=552.00 552.00 x 3 years= 1656.00

The cost of lodging and per diem is necessary and essential to the Operation Ceasefire Team to attend training involving violent crime for the next three years.

**Other Travel Costs**

Event Title	Number of People Attending	Number of Airfare Tickets	Airfare Rate	Total Airfare	Other Travel Costs	Total Cost for Air and Other Fares	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Other Travel Costs Total
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No Data for Table

**Other Travel Costs Description and Justification**

Event	Description of Other Costs	Justification for Other Costs
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No Data for Table

**Subsistence/Other Travel Costs Totals**

**DCJS FUNDS**

Federal Funds: \$0.00  
 State Funds: \$6,456.00  
 Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00  
 In-Kind Match: \$0.00

**Subsistence/Other Travel Costs Total**

TOTAL: \$6,456.00

**Equipment**

**Requested**

If this is not requested, please indicate that here and then mark this form as complete.

**Is Equipment being requested?\***: No

**Equipment**

Equipment Item	Cost Per Item/Monthly Rate	Total Number of Items/Number of Months	Total Cost	Federal Funds	State Funds	Special Funds	Cash Match	In-Kind Match	Equipment Total
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No Data for Table

**Equipment Description and Justification**

Equipment Item	Description of Equipment	Justification for Equipment
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No Data for Table

**Additional Documentation**

Description	File Name	Type	Size	Upload Date
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No files attached.

**Equipment Totals**

**DCJS FUNDS**

Federal Funds: \$0.00  
 State Funds: \$0.00  
 Special Funds: \$0.00

**Match Funds**

Cash Match: \$0.00

In-Kind Match: \$0.00

Equipment Total

TOTAL: \$0.00

Supplies & Other Expenses

Requested

If this is not requested, please indicate that here and then mark this form as complete.

Are Supplies & Other Expenses being requested?: Yes

Supplies & Other Expenses

Table with 10 columns: Supply/Item Requested, Cost Per Item/Monthly Rate, Total Number of Items/Number of Months, Total Cost, Federal Funds, State Funds, Special Funds, Cash Match, In-Kind Match, Supplies & Other Expenses Total. Rows include Laptop, Registration, Docking Station, Monitor, Desktop Laser Printer, Telephone, Cellular Phone, Vinyl Football, Soft Lip Balm, Pacific Aluminum Sport Bottle, Crossland Roll Up Blanket, Recyclable Reinforced Handle Plastic Bag, Custom Cut Full Color Sticker, Gavel Stress Redliever, and Victim/Witness Emergency Assistance.

Supply/Item Requested Description and Justification

Table with 3 columns: Supply/Item, Description of Supply/Item, Justification for Supply/Item. Row for Registration: Description includes details about the Operation Ceasefire Team and conference participation; Justification explains the benefits of attending the conference.

Laptop	Dell Mobile Precision Workstation 5760 BTX, Intel Core Processor i5-11500H (6 Core, 12MB Cache, 2.90 GHz to 4.60 GHz, 45W,vPro), Windows 10 Pro English, French, Spanish, SMT i5-11500H, Intel UMA GFX, Intel UHD Graphics, 17-inch, WLED FHD+, 1920 x 1200, 60 Hz, Anti-Glare, Non-touch, sRGB 100% min, 500 nits, IR Camera, 16 GB, 2 x 8 GB, DDR4, 3200MHz, Non-ECC, SODIMM, M.2 2280, 512 GB, Gen 3 PCIe x4 NVMe, SSD, Palm Rest, with 79 KYBD Layout,with fingerprint reader, US English Backlit Keyboard, Intel Dual Band Wireless AX201 2x2 + Bluetooth 5.2 vPro, USB Type-C to USB Type-A/HDMI Dongle, Black, Intel Wi-Fi 6E AX201, (6GHz), 2x2 with BT5.2	This equipment is essential for the purposes of carrying out the specific duties and responsibilities of the Victim Specialist and Investigator. The project will require extensive word process, utilization of email, web conferencing for meetings and training, and printing of necessary documents. This equipment will be used solely for the purpose of this position
Docking Station	Kensington SD3600 Universal USB 3.0 Docking Station, Black.	This equipment is essential for the purposes of carrying out the specific duties and responsibilities of the Victim Specialist and Investigator. The project will require extensive word process, utilization of email, web conferencing for meetings and trainings and printing necessary documents. This equipment will be used solely for the purpose of this position.
Monitor	Dell 22 Monitor	This equipment is essential for the purposes of carrying out the specific duties and responsibilities of the Program Coordinator. The project will require extensive word process, utilization of email, web conferencing for meetings and trainings and printing necessary documents. This equipment will be used solely for the purpose of this position.
Desktop Laser Printer	HP Laserjet Pro M404dn Monochrome Laser Printer With Built-In Ethernet & Double-Sided Printing - Ethernet Only (W1A53A) with Standard Yield Black-Toner-Cartridge	This equipment is essential for the purposes of carrying out the specific duties and responsibilities of the Program Coordinator. The project will require extensive word process, utilization of email, web conferencing for meetings and trainings and printing necessary documents. This equipment will be used solely for the purpose of this position.
Telephone	The AVAYA 9608 IP phone system is currently used by the Commonwealth's Attorney's office by all employees. It will allow the Program Coordinator to have a designated line for phone calls pertinent to the Ceasefire Grant and its requirements. It will have an answering service and call back capabilities with a designated phone line/number specifically for the purpose of the grant.	The request for a designated phone for the position will allow the Victim Specialist and Investigator to be able to field calls for the goals and responsibilities of the grant. More specifically, it will provide land line phone capabilities for the Call In program which is one of the main components and the method of communication for Juvenile offenders to call to receive services as part of the initiative. The number will be made available through business cards, radio and ad announcements and will be listed on brochures and literature.
Cellular Phone	Verizon Wireless I Phone 12 is the current type of phone used by those who are required to have cellular devices in the Commonwealth's Attorney's Office. It is used for remote and wireless capabilities.	This wireless device will provide another means of communication. The Commonwealth's Attorney's office is opened from 8am to 4:30pm. There would be no access to landline after hours.
Vinyl Football	All items will be presented to community to facilitate a cohesive message about Operation Ceasefire.	This item is essential for community outreach, engagement, and awareness building efforts to encourage participate in the programs of Operation Ceasefire in the community where violence is present. This item will be branded with Operation Ceasefire verbiage and will be used exclusively for the projects related to this grant.
Soft Lip Balm	All items will be presented to community to facilitate a cohesive message about Operation Ceasefire.	This item is essential for community outreach, engagement, and awareness building efforts to encourage participate in the programs of Operation Ceasefire in the community where violence is present. This item will be branded with Operation Ceasefire verbiage and will be used exclusively for the projects related to this grant
Pacific Aluminum Sport Bottle	All items will be presented to community to facilitate a cohesive message about Operation Ceasefire.	This item is essential for community outreach, engagement, and awareness building efforts to encourage participate in the programs of Operation Ceasefire in the community where violence is present. This item will be branded with Operation Ceasefire verbiage and will be used exclusively for the projects related to this grant

Crossland Roll Up Blanket	All items will be presented to community to facilitate a cohesive message about Operation Ceasefire.	This item is essential for community outreach, engagement, and awareness building efforts to encourage participate in the programs of Operation Ceasefire in the community where violence is present. This item will be branded with Operation Ceasefire verbiage and will be used exclusively for the projects related to this grant
Recyclable Reinforced Handle Plastic Bag	All items will be presented to community to facilitate a cohesive message about Operation Ceasefire.	This item is essential for community outreach, engagement, and awareness building efforts to encourage participate in the programs of Operation Ceasefire in the community where violence is present. This item will be branded with Operation Ceasefire verbiage and will be used exclusively for the projects related to this grant
Custom Cut Full Color Sticker	All items will be presented to community to facilitate a cohesive message about Operation Ceasefire.	This item is essential for community outreach, engagement, and awareness building efforts to encourage participate in the programs of Operation Ceasefire in the community where violence is present. This item will be branded with Operation Ceasefire verbiage and will be used exclusively for the projects related to this grant
Gavel Stress Redliever	All items will be presented to community to facilitate a cohesive message about Operation Ceasefire.	This item is essential for community outreach, engagement, and awareness building efforts to encourage participate in the programs of Operation Ceasefire in the community where violence is present. This item will be branded with Operation Ceasefire verbiage and will be used exclusively for the projects related to this grant
Victim/Witness Emergency Assistance	Emergency assistance will cover various immediate needs and expenses for victims and witnesses of violent crimes. The assistance will cover temporary housing in a safe location if they are at risk of needing to relocate due to safety concerns, transportation such as bus or taxi fair to ensure victims and witnesses can attend court hearings, meetings, and necessary appointments, relocation assistance to escape threats or violence, the assistance can help to cover moving expenses or security deposits.	The assistance can offer immediate financial assistance to victims and witnesses of violent crime by helping them cope with the immediate aftermath. By providing support for relocation and security measures, this assistance can contribute to the safety of individuals who may be at risk due to their cooperation in criminal cases. This will likely allow more cooperation with law enforcement and prosecutors, prevent potential retaliation, remove barriers, and improve overall safety by preventing further violence.

**Supplies & Other Expenses Totals**

**DCJS FUNDS**

<b>Federal Funds:</b>	\$0.00
<b>State Funds:</b>	\$35,147.00
<b>Special Funds:</b>	\$0.00

**Match Funds**

<b>Cash Match:</b>	\$0.00
<b>In-Kind Match:</b>	\$0.00

**Supplies & Other Expenses Total**

<b>TOTAL:</b>	\$35,147.00
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**Non-Supplantation**

**Non-Supplantation**

Applicants under this grant program are required to certify to DCJS, that the funding requested in this application does not supplant or replace, in whole or in part, federal,

state, or local funds already supporting current program services.

I certify that the grant funds requested under this grant program will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purposes.

**Certification\*:** Yes  
**Project Administrator\*:** Steven Bond  
First Name Last Name  
Assistant City Manager 11/01/2023  
Title Date

## Attachments

### Attachments Required?

**Are additional attachments required by the funding opportunity?\*** Yes

### Attachments

Description	File Name	Type	Size	Upload Date
Signature Authority	<a href="#">200626 MEMO Signature Authority.pdf</a>	pdf	349 KB	10/24/2023 09:44 PM

## Budget

### Budget

Budget Categories	Federal	State	Special	Total
Personnel	\$0.00	\$457,359.00	\$0.00	\$457,359.00
Consultant	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$1,038.00	\$0.00	\$1,038.00
Subsistence	\$0.00	\$6,456.00	\$0.00	\$6,456.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Other	\$0.00	\$35,147.00	\$0.00	\$35,147.00
Indirect Cost	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$500,000.00</b>	<b>\$0.00</b>	<b>\$500,000.00</b>

### Funds From Other Sources

Source	Amount
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No Data for Table

## Indirect Costs

### Requested

If this is not requested, please indicate that here and mark this form as complete.

**Are Indirect Costs being requested?\*** No

### Certification of De Minimis Indirect Cost Rate

#### Eligibility Criteria:

- The award recipient has never received a Federally-negotiated indirect cost rate for any federal awards.

- o The award recipient has received less than \$35 million in direct federal funding for the fiscal year requested.
- o The de minimis rate approved will be applied to the MTDC. This base includes all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (subgrants and subcontracts).
- o The MTDC will exclude equipment, capital expenditures, and the portion of each subaward in excess of \$25,000. Other items will only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant federal agency for indirect costs.
- o The project costs will be consistently charged as either indirect or direct and will not be double charged or inconsistently charged as both.
- o The proper use and application of the de minimis rate is the responsibility of the award recipient. The Office of Justice Programs and/or the Virginia Department of Criminal Justice Services may perform a financial monitoring review to ensure compliance with 2 CFR Part 200.

**Are you requesting De Minimis Indirect**

**Cost? :**

I certify that the above eligibility criteria has been met to use a de minimis indirect cost rate of up to 10%.

**Certification:**

**Project Administrator:** \_\_\_\_\_ Name

**Date:**

**Title:**

**Direct Expenditures**

Category	Amount
Salaries and Wages	\$0.00
Fringe Benefits	\$0.00
Travel	\$0.00
Supplies and Other	\$0.00
Consultants/Contractual	\$0.00
Other Expenses (equipment, other)	\$0.00
<b>Total</b>	<b>\$0.00</b>

**Tuition Remission**

**Amount:** \$0.00

**Contractual**

Name	Amount	Excess Amount	Total Amount
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No Data for Table

**Equipment and Capital Expenditures**

**Amount:** \$0.00

**Other Expenses**

Category	Amount
Space/Rental Costs	\$0.00
Scholarships/Fellowships	\$0.00
Participant Support Cost	\$0.00
Patient Care	\$0.00
<b>Total</b>	<b>\$0.00</b>

**Expenditure Totals**

**Total Direct Expenditures (Excluding Match):** \$0.00

**Total Excluded Expenditures:** \$0.00

Base Expenditures:	\$0.00
Indirect Cost Rate (from ICRA or DE Minimis 10%):	0.00%
INDIRECT COSTS AMOUNT:	\$0.00

### DCJS Funds

Federal Funds:	\$0.00
State Funds:	\$0.00
Special Funds:	\$0.00

### Match Funds

Cash Match:	\$0.00
In-Kind Match:	\$0.00

### Total

Total:	\$0.00
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Indirect Cost Agreement:

## Authority Certification

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### *Authority Certification*

**Authorized Individual\*:**


Steven	Bond
First Name	Last Name
Assistant City Manager	11/01/2023
Title	Date



# HAMPTON VA

## MEMORANDUM

TO: Mayor Donnie R. Tuck and Members of the Hampton City Council

FROM: Mary B. Bunting, City Manager 

DATE: June 26, 2020

SUBJECT: Signature Authority for Deeds and Contracts

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There is currently a need to update the list of signature designees authorized in my absence. This is to advise you that pursuant to §2-11 and §2-12 of the Code of the City of Hampton, I have authorized Steve Bond and Brian DeProfio to accept, on behalf of the City of Hampton, deeds conveying real property to the City and execute contracts which have been approved as to Form by the City Attorney or one of her assistants. This designation is effective immediately.

This procedure is used throughout the Commonwealth and is in compliance with the Code of Virginia. It is hoped that the efficiency of the current process will be enhanced. I will, of course, continue to accept deeds and execute contracts on behalf of the City as set forth in §2-11 and §2-12. However, the authorized designees will be able to perform this duty in my absence or unavailability. Attached for your convenience is the previous designee authorization and section codes from the Code of the City of Hampton.

If you have any questions, I am available at your convenience.

### Attachments

cc: Cheran Cordell Ivery, City Attorney  
Steve Bond, Assistant City Manager  
Brian DeProfio, Assistant City Manager  
Jason Mitchell, Director of Public Works  
Karl Daughtrey, Director of Finance  
Lavinia Whitley, Deputy Director of Finance and Purchasing

**Sec. 2-11. - Acceptance of deeds by city manager or his designee.**

The city manager, or his designee, shall have the authority to accept, on behalf of the city, deeds purporting to convey real property to the city which have been approved as to form by the city attorney or one of his assistants.

(Ord. No. 1201, 12-10-97)

**Sec. 2-12. - Contract execution by city manager or his designee.**

Except as otherwise provided by law, Charter or ordinance, the city manager or his designee shall be authorized to make and execute, during the ordinary course of business, within the limitations of the appropriation ordinance for any year, all contracts on behalf of the city and such other contracts as may be authorized by the city council. Such contracts shall be approved as to availability of funds by the director of finance, as to content by the director of the department and as to form and legal sufficiency by the city attorney.

(Ord. No. 1423, 5-24-06)