

**BOARD OF COUNTY COMMISSIONERS
SARPY COUNTY, NEBRASKA**

**RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE REVISED BUDGET FOR THE VICTIMS OF
CRIME ACT GRANT (VOCA)**

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6) (Reissue 2007), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103 (Reissue 2007), the powers of the County as a body are exercised by the County Board; and,

WHEREAS, a Crime Commission Grant for the Sarpy County Victim Witness Unit was available to Sarpy County; and,

WHEREAS, permission to submit the VOCA grant was given by the Board of Commissioners on April 10, 2012; and,

WHEREAS, Sarpy County is required by the Crime Commission to submit a revised budget due to funding cuts; and,

WHEREAS, Sarpy County is committed to and supports the grant application for the Sarpy County Victim Witness Unit; and,

NOW, THEREFORE, BE IT RESOLVED, By the Sarpy County Board of Commissioners that the Chairman is hereby authorized to sign the revised budget for the 2012 Victims of Crime Act grant (VOCA).

The above Resolution was approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with applicable law on the 7th day of August

ATTEST



[Handwritten signature]

Sarpy County Board Chairman

[Handwritten signature]
Sarpy County Clerk

Sarpy County Board of Commissioners

1210 GOLDEN GATE DRIVE
PAPILLION, NE 68046-2895
593-4155

www.sarpy.com

ADMINISTRATOR Mark Wayne

DEPUTY ADMINISTRATOR Scott Bovick

FISCAL ADMIN./PURCHASING AGT. Brian Hanson



COMMISSIONERS

Rusty Hike District 1
Jim Thompson District 2
Tom Richards District 3
Jim Nekuda District 4
Jim Warren District 5

MEMO

To: Sarpy County Board

From: Lisa A. Haire

Re: 2012 Victims of Crime Act (VOCA) Grant Budget Revision

On August 7, 2012 the County Board will be asked to authorize the Chairman to sign the revised budget for the 2012 VOCA grant proposal. This is a continuation grant that will allow the Sarpy County Victim Witness Unit to continue providing services to victims of crime in Sarpy County.

The project period is July 1, 2012 to June 30, 2013. The grant application will request \$107,527 for personnel salaries and benefits four (4) crime victim advocates.

The County is required to provide a match of \$26,882 which will be the remaining portion of two (2) of the advocates' salaries.

Do not hesitate to contact Jean Brazda if you have comments or questions.

August 3, 2012

Lisa A. Haire

593-1565

lhaire@sarpy.com

cc: Mark Wayne
Brian Hanson
Scott Bovick
Jean Brazda
Deb Houghtaling



Dave Heineman
Governor

NEBRASKA COMMISSION ON LAW ENFORCEMENT AND CRIMINAL JUSTICE

(Nebraska Crime Commission)

Michael E. Behm, Executive Director

301 Centennial Mall South

P.O. Box 94946

Lincoln, Nebraska 68509-4946

Phone (402) 471-2194

FAX (402) 471-2837

MEMORANDUM

Date: 07/26/2012

To: Jean Brazda

From: Merry Wills, Federal Aid Administrator

Re: Crime Commission Award

On July 20, 2012, the Crime Commission approved grant #12-VA-0201, in the amount of \$107,527.00. Please be aware that the Federal Award that supports this grant program has not yet been received by the Crime Commission. Funding for grant projects cannot be awarded until receipt of the Federal Award. Please take any necessary steps to sustain the program until such time the federal funds are received.

In preparation please proceed with the process by following the directions below to ensure all requirements are met to receive the grant award and special conditions in a timely manner. Submitting this information by the deadline will allow our office to prepare the Grant Award contracts as soon as the Federal Award arrives. All following items are DUE 30 days from the date of this memorandum. Please submit all items to Teddy Pika at teddy.pika@nebraska.gov.

Budget, Contingencies, Summary Comment Sheet and A-133 Audits

The revised Budget and Contingencies must be submitted before the grant award can be prepared.

A Revised Budget is required if the award amount is different than the requested amount or more information is necessary.

- Revised Budget consists of a) signed Budget Summary b) detailed budget pages and c) detailed budget narratives.
- All budget forms can be accessed on the Crime Commission website at www.ncc.ne.gov.
- Please submit the Revised Budget and Contingencies on yellow paper.

Refer to the Summary Comment Sheet, provided with the Recommendation for Award notice (sent prior to the Crime Commission meeting), for any contingencies or specific requirements to be addressed.

Audit Requirements

- Submit most current A-133 Audit and Letter of Findings if your agency received \$500,000 or more in federal funds. You may submit electronic copy (pdf) or link to the audit to teddy.pika@nebraska.gov.
- If the agency is not required to have an A-133 audit submit official statement on business letter-head indicating the reason why it is not required to conduct and submit an audit.

FFATA

Due to the Federal Funding Accountability and Transparency Act (FFATA) please report the following:

57. Current DUNS#
58. Address with Zip+4
59. In the preceding, completed fiscal year, did the business or organization receive 1) 80 percent or more of its annual gross revenues in the U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and 2) \$25,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements ?
60. If YES to question #3, please submit the total compensation and names of the top five (5) executives of the agency, department, county or city.

VOCA Worksheet

A VOCA Excel Worksheet, which can be accessed at www.ncc.ne.gov, must be completed and returned to the Crime Commission. This excel worksheet has been updated so please use the form posted on-line. Instructions are included on the form.

Grant Management Training

Attendance at Grant Management Training (GMT) is required for subgrantees who are new projects, have not attended GMT in the past 3 years, have new project personnel (Project Director, Coordinator, Fiscal Officer), or those who need a refresher course on GMT. Other individuals associated with the grant project are welcome to attend.

DATE: Wednesday – August 22, 2012

TIME: 1 - 4 pm

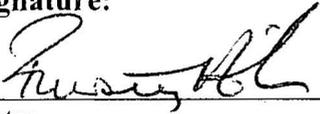
**LOCATION: NE Law Enforcement Training Center
3600 North Academy Road
Grand Island, NE**

Register by emailing Merry.Wills@nebraska.gov the names and e-mail addresses for each person who will be attending. If you have any questions, please contact Merry Wills, Federal Aid Administrator at 402-471-3416.

**NEBRASKA CRIME COMMISSION
REVISED BUDGET SUMMARY**

Category	Requested Amount	Match Share	Total Project
A. Personnel	107,527	26,882	134,409
B. Consultants/Contracts			
C. Travel			
D. Supplies/Operating Expenses			
E. Equipment			
F. Other Costs			
TOTAL AMOUNT	107,527	26,882	134,409
% Contribution	80%	20%	100%

CERTIFICATION: I hereby certify the information in this application is accurate and, as the authorized official for the project, hereby agree to comply with all provisions of the grant program and all other applicable state and federal laws.

Name of Authorized Official: Rusty Hike
Title: Chairperson
Address: 1210 Golden Gate Dr.
City, State, Zip: Papillion, NE 68046-2894
Telephone: 402-593-4155
Signature: 
Date: 8/7/12

NOTE: The authorized official would include: County Board Chair, Mayor, City Administrator, Chair or Vice-chair of non-profit agency. The County Board Chair is the authorized official for victim/witness programs operating out of a County Attorney's office.

Revised CATEGORY A - PERSONNEL

Position	Annual Salary	% Time Devoted	Amount Requested	Match	Subtotal	Requested Fringe	Match Fringe	TOTAL COSTS
Lead Crime Victim Advocate	\$52,209	100%	\$22,191	\$13,955	\$36,146	\$6,654	\$4,108	\$46,908
Crime Victim Advocate	\$38,850	100%	\$16,513	\$	\$16,513	\$9,008	\$	\$25,521
Crime Victim Advocate	\$46,440	100%	\$19,739	\$5,731	\$25,470	\$9,487	\$3,088	\$38,045
Crime Victim Advocate	\$42,155	100%	\$17,917	\$	\$17,917	\$6,018	\$	\$23,935
			Amount Requested	Match	Subtotal	Fringe Requested	Fringe Match	TOTAL COSTS
Total Revised Personnel Budget			\$76,360	\$19,686	\$96,046	\$31,167	\$7,196	\$134,409

Revised CATEGORY A – PERSONNEL NARRATIVE

Continued funding is being requested for four Crime Victim Advocate positions to provide direct service to all crime victims participating in the Sarpy County criminal and juvenile justice system. These positions also collaborate with criminal justice and community agencies as members of community based committees and coalitions to respond to the needs of crime victims in Sarpy County.

1. This grant funds an existing FTE Lead Crime Victim Advocate. The salary for this position is \$52,209 with fringe benefits of \$15,656 for a total of \$67,865. **The VOCA Grant will fund 42.5033% of this position which will be \$22,190.553 in salary and \$3,458.751 in benefits plus \$1,497.86 for retirement and \$1,697.557 social security.** This advocate has been with the Victim/ Witness Unit for nine years. This position spends 100% of their time involved in both misdemeanor and felony adult related cases. This position provides crisis intervention, criminal justice advocacy, referral information, assistance with Victim/ Impact Statements and protection orders, as well as explains the court process and provides updates on court hearings. This position attends all child abuse and neglect task force meetings and has increased the collaboration with other referral agencies. This position also provides oversight on daily case management duties as well as assigns cases and assists other advocates with high profile cases. In addition, she supervises the interns and volunteers with the Unit.
2. This grant funds an existing FTE Crime Victim Advocate. The salary for this position is \$38,850 with fringe benefits of \$21,192 for a total of \$60,042. **The VOCA Grant will fund 42.5033% of this position which will cover \$16,512.536 in salary and \$6,629.87 in benefits plus \$1,114.60 for retirement and \$1,263.209 for social security.** This advocate has been with the Victim/ Witness Unit two years and spends 70% of her time involved in attending Juvenile Court Hearing and 30% of her time involved in County and District Court cases. She explains to the victim and their family the process of the court system, updates them on future court hearing, provides crisis intervention, assist with protection orders, as well as follows up on all restitution related cases and return of property. She is the primary point of contact for the School Resource Officers in the County and makes regular contact with them.
3. This grant funds an existing FTE Crime Victim Advocate. The salary for this position is \$46,440 with fringe benefits of \$22,323 for a total of \$68,763. **The VOCA Grant will fund 42.5033% of this position which will cover \$19,738.537 in salary and \$6,645.355 in benefits plus \$1,332.35 for retirement and \$1,509.998 for social security.** This advocate has been with the Victim Witness Unit for six years and spends 100% of their time involved in both misdemeanor and felony adult related cases. This position provides crisis intervention, criminal justice advocacy, referral information, assistance with Victim/ Impact Statements and protection orders, as well as explains the court process, provides updates on court hearings, notifies victims of restitution and defendant's release from Department of Corrections. This position is a member of the Coalition Against Sexual and Domestic Abuse Team and participates in the Domestic Violence and Sexual Assault Awareness activities.
4. This grant funds an existing FTE Law Enforcement Crime Victim Advocate. The salary for this position is \$42,155 with fringe benefits of \$14,159 for a total of \$56,314. **The VOCA Grant will fund 42.5033% of this position which will cover \$17,917.271 in salary and \$3,438.239 in benefits plus \$1,209.42 for retirement and \$1,370.671 for social security.** This Advocate, who has been here for three years, provides direct services to all crime victims participating in the criminal justice system. This position spends 100% of her time involved in both misdemeanor and felony adult related cases. This position provides crisis intervention, criminal justice advocacy, referral information, assistance with Victim/ Impact Statements and protection orders, as well as explains the court process and provides updates on court hearings. This position is the primary point of contact for law enforcement referrals before the defendant has been charged with a crime. The person that has this position is bi-lingual and over eight years of experience working with domestic violence and sexual assault victims.
5. The Executive Director will be involved in this project but no funds will be asked for or used as a match. The Executive Director is expected to be involved in the project 60% of her time. Her primary responsibility will be to oversee the project and staff involved. She will also carry a minimal case load which generally involves high profile cases such as motor vehicle homicide or attempted murder. This position will also continue to be involved in the CASDA Team and

assist with providing law enforcement training to new officers in Sarpy County in the area of domestic violence and sexual assault.

6. The support staff position will assist this project but no funds will be requested or used as a match. The support staff position handles the daily operation of the Unit and assist the crime victim advocates as needed. She will spend 100% of her time dedicated to the project.

Match for this grant in the amount of \$26,882 is provided through the remaining salaries and benefits of the Lead Crime Victim Advocate position (\$13,955 salary/ \$4,108 benefits) and one Adult Crime Victim Advocate position (\$5,731 salary/ \$3,088 benefits). Both positions work directly with the grant and spend 100% of their time working with crime victims.