

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: February 20, 2018

CAO File No. 0130-02043-0002  
Council File No. 14-0108  
Council District: All

To: The Mayor  
The Council

From: Richard H. Llewellyn, Jr., Interim City Administrative Officer

Reference: Transmittal from the Mayor's Office dated January 22, 2018; referred for report January 22, 2018

Subject: **FY 2013 ENHANCED TRAINING AND SERVICES TO END VIOLENCE AGAINST AND ABUSE OF WOMEN LATER IN LIFE GRANT AWARD - BUDGET MODIFICATIONS, REAPPROPRIATIONS, AND CONTRACTING AUTHORITIES**

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### RECOMMENDATIONS

That the Council:

1. Authorize the Mayor or his designee, to:
  - a. Accept the extension of the FY 2013 Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program grant award for six months, from September 30, 2017 to March 31, 2018;
  - b. Modify the existing grant budget (C.F. 14-0108) for the FY 2013 Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life grant award by reallocating funds between projects as described within this report;
  - c. Negotiate and execute, on behalf of the City, an amendment to the Professional Services Agreement (C-124358) between the City of Los Angeles and WISE & Healthy Aging to increase its total contract amount by \$15,809.99 from \$58,925.00 to a new contract amount of \$74,734.99, subject to the approval of the City Attorney as to form;
  - d. Negotiate and execute, on behalf of the City, an amendment to the Professional Services Agreement (C-124242) between the City of Los Angeles and Jewish Family Service of Los Angeles to decrease its total contract amount by \$48,507.99 from \$59,239.55 to a new contract amount of \$10,731.56, subject to the approval of the City Attorney as to form; and,

2. Authorize the Controller to:

- a. Transfer appropriations within Fund 56D, FY13 Abuse in Later Life Program Fund (C.F. 14-0108), as follows:

Transfer from:			
<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
56D/46	46K246	Mayor's Reserve	\$ 60.91
56D/46	46K304	Contractual Services	33,833.00
56D/46	46K870	LAPD Grant Allocation	100.00
56D/46	46N299	Reimbursement of General Fund Costs	<u>5,330.16</u>
			Total \$ 39,324.07

Transfer to:			
<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
56D/46	46K212	City Attorney-Reserve	\$ 7,021.37
56D/46	46K601	Supplies	2,056.15
56D/46	46K602	Operating Supplies and Expenses	63.40
56D/46	46P146	Mayor	16,488.01
56D/46	46P299	Reimbursement of General Fund Costs	<u>13,695.14</u>
			Total \$ 39,324.07

- b. Transfer appropriations from Fund 56D, Department 46, FY13 Abuse in Later Life Program, to the General Fund to reimburse FY13 Abuse in Later Life Program Fund related expenditures as follows:

Transfer from:			
<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
56D/46	46P146	Mayor	\$ 16,488.01

Transfer to:			
<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
100/46	001020	Grant Reimbursed	\$ 16,488.01

3. Authorize the Controller to transfer up to \$12,170.78 from Fund 56D, Account 46P299 to the General Fund 100/46, Revenue Source 5346, for reimbursement of grant funded fringe benefits;
4. Authorize the Controller to transfer up to \$1,524.36 from Fund 56D, Account 46P299 to the General Fund 100/12, Revenue Source 5346, for reimbursement of grant funded fringe benefits;
5. Transfer cash from Fund 56D, Department 46, FY13 Abuse in Later Life Program Fund, to reimburse the General Fund on an as-needed basis, upon presentation of proper

documentation from City Departments, subject to the approval of the Mayor's Office of Public Safety; and,

6. Authorize the Mayor, or his designee, to prepare Controller instructions for any technical adjustments, subject to approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

## SUMMARY

The Mayor's Office of Public Safety accepted a grant award on April 23, 2014 totaling \$400,000 from the U.S. Department of Justice, Office on Violence Against Women (OVW) for the Office on Violence Against Women FY 2013 Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program. The grant was for a three-year term from October 1, 2013 through September 30, 2016. On August 22, 2016, the OVW approved a performance period extension through September 30, 2017. On October 3, 2017, the OVW approved a second performance period extension through March 31, 2018. There is no matching requirement for this grant. The grant is utilized to fund the FY 2013 Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program.

The FY 2013 Enhanced Training Services to End Violence Against and Abuse of Women Later in Life Program is a collaborative effort between the Los Angeles Police Department (LAPD), the Los Angeles City Attorney's Office, the Mayor's Office of Public Safety, and two non-profit service provider partners, WISE & Healthy Aging (WISE) and Jewish Family Services of Los Angeles (JFS).

Since the Mayor's Report dated June 26, 2017, JFS has confirmed a cost savings of \$48,507.99 and the Mayor's Office has identified additional cost savings of \$1,135 in the Contractual Services account for a total cost savings of \$49,642.99. In addition, a total savings of \$5,491.07 has been identified from the following three accounts: LAPD Grant Allocation (\$100.00); Reimbursement of General Fund Costs (\$5,330.16); and Mayor's Reserve (\$60.91). These savings will be utilized to provide increased funds for one of the grant's contractual service providers (WISE); for reallocation to salaries for Mayor's and City Attorney staff assigned to this grant; and for City Attorney staff related costs, operating supplies and expenses. In order to complete grant spending and to continue service delivery to the community within the grant extension period, the Mayor's Office requests authority to reallocate these funds.

The services provided by WISE includes "direct service cross-training" to victim service providers, government agency staff, and victim assistants, as well as a local half-day cross training "kickoff" event and direct victim support. The cost savings of \$15,809.99 by JFS in the Contractual Services account will be reallocated to WISE to continue to provide and conduct support and empowerment groups. This leaves a net amount of \$33,833 in the Contractual Services account that is reallocated to other needs.

The City Attorney's Office serves as the prosecutorial partner under the grant and the Deputy City Attorney dedicates time to the project by providing training to law enforcement, prosecutors, and service providers. The total increased allocation to the City Attorney's Office is \$3,118.06. Of this allocation, \$1,593.70 will be transferred to the City Attorney-Reserve account for salaries and

\$1,524.36 will be transferred to the Reimbursement of General Fund Costs account for related costs.

The Mayor's Office has staff dedicated to the administration of the grant. The total increased allocation to the Mayor's Office is \$30,714.94. Of this allocation, \$16,488.01 will be transferred to the Mayor account for salaries, \$12,170.78 will be transferred to the Reimbursement of General Fund Costs account for related costs, and \$2,056.15 will be transferred to the Supplies account for supplies specific to the administration of this grant program. The allocation of \$16,488.01 to the Mayor account, which was for staff salaries incurred for the first year of the grant award, will then be transferred to the Grant Reimbursed account for staff salaries incurred in the subsequent years of the grant.

The Mayor's Office is requesting authority to implement the necessary budget modifications, as noted above and summarized in the Attachment. These modifications are pending grantor approval.

#### **FISCAL IMPACT STATEMENT**

There is no impact to the General Fund. Modifying the existing grant budget for the Fiscal Year 2013 Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life grant award will continue to provide funding for the City's Later in Life Advocacy, Counseling, and Collaboration Project. The recommendations in this report are in compliance with the City's Financial Policies in that one-time grant funds will be used for one-time expenditures.

*RHL:SCL:04180070*

Attachment

FY13 Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Grant Award  
 Recap of Budget Modifications and Transfers  
 C.F. 14-0108

CONTRACT DECREASE		RECOMMENDATION #	CONTRACT INCREASE		RECOMMENDATION #
56D/46, Account 46K304 Contractual Services		1.d.	56D/46, Account 46K304 Contractual Services		1.c.
Jewish Family Services Contract	\$15,809.99		WISE & Healthy Aging Contract	\$15,809.99	
<b>TRANSFER FROM WITHIN FUND 56D/46</b>			<b>TRANSFER TO WITHIN FUND 56D/46</b>		
56D/46, Account 46K304 Contractual Services			56D/46, Account 46K212 City Attorney-Reserve	\$1,593.70	2.a.
Jewish Family Services Contract	\$32,698.00	2.a.	56D/46, Account 46P299 Reimbursement of General Fund Costs	\$1,524.36	2.a.
Mayor's Office	\$1,135.00	2.a.	56D/46, Account 46P146 Mayor	\$16,488.01	2a., 2.b.
	<b>TOTAL \$33,833.00</b>		56D/46, Account 46P299 Reimbursement of General Fund Costs	\$12,170.78	2.a.
			56D/46, Account 46K601 Supplies	\$2,056.15	2.a.
			<b>TOTAL \$33,833.00</b>		
56D/46, Account 46K870 LAPD Grant Allocation	\$100.00	2.a.	56D/46, Account 46K212 City Attorney-Reserve	\$100.00	2.a.
56D/46, Account 46N299 Reimbursement of General Fund Costs	\$5,330.16	2.a.	56D/46, Account 46K212 City Attorney-Reserve	\$5,266.76	2.a.
			56D/46, Account 46P602 Operating Supplies and Expenses	\$63.40	2.a.
			<b>TOTAL \$5,330.16</b>		
56D/46, Account 46K246 Mayor's Reserve	\$60.91	2.a.	56D/46, Account 46K212 City Attorney-Reserve	\$60.91	2.a.
	<b>GRAND TOTAL \$39,324.07</b>		<b>GRAND TOTAL \$39,324.07</b>		
<b>TRANSFER FROM FUND 56D/46</b>			<b>TRANSFER TO FUND 100/46</b>		
56D/46, Account 46P146 Mayor	\$16,488.01	2.b.	100/46, Account 001020 Grant Reimbursed	\$16,488.01	2.b.

Source: Mayor's Office; CAO