



Office of the Los Angeles City Attorney
Hydee Feldstein Soto

MEMORANDUM

To: The Honorable Karen Bass
Mayor of Los Angeles
City Hall
Los Angeles, CA 90012

Honorable Members of City Council
City Of Los Angeles
City Hall
Los Angeles, CA 90012

From: Kyle Kirkpatrick, Grants Coordinator

Date: January 4, 2024

Re: FY 2024 Joint Powers of Verification Unit Continuation Funding – Year 3/3

Transmitted herewith for Mayor and City Council consideration is FY 2024 continuation funding totaling \$776,407 for year three of a three-year grant term. Funding will maintain the Joint Powers of Verification Unit's (JPVU) operations to provide claims verification for crime victims for the period 7/1/2023 through 6/30/2024.

JPVU enhances the City's existing services by allowing the program to expedite the "Victims of Crime Compensation Claims" verification and reimbursement process for victims who are entitled to financial assistance. The JPVU grant is funded through the State Victim Compensation and Government Claims Board. Government Code Section 13959 states that it is in the public interest to assist residents of the State of California in obtaining restitution for the pecuniary losses they suffer as a direct result of criminal acts. Under this code, certain victims of crime may receive payment for unreimbursed losses directly resulting from a crime.

During FY 2021-2022 (July 1, 2021 through June 30, 2022), JPVU processed 1,164 new claims and 4,012 bills related to medical/mental health expenses, loss of support, wage loss, funeral/burial and/or moving/relocation expenses for ongoing claims previously processed. The value of FY 2021-22 claims processed exceeds \$1.45 million.



City of Los Angeles
Grant Award Notification and Acceptance

Recipient Department			
This Grant Award is: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation/Renewal <input type="checkbox"/> Supplemental <input type="checkbox"/> Suballocation			
Grants Coordinator:	Derek Tennell	E-Mail: derek.tennell@lacity.org	Phone: 213-978-4518
Project Manager:	Derek Tennell	E-Mail: derek.tennell@lacity.org	Phone: 213-978-4518
Department/Bureau/Agency:	City Attorney	Date:	01/04/2024

Grant Information				
Name of Grantor:		Pass Through Agency:		
LA County				
Grant Program Title:		Notification of Award Date:		
Joint Powers Verification Unit FY2024		08/01/2023		
Funding Source (Public / Federal)	Grant Type: Non-Competitive/Formula	Funds Disbursement:	Agency's Grant ID:	
			CFDA#:	
			Other ID#:	
			eCivis ID#:	
Match Requirement:	None	Amount:	\$0.00	%Match 0
Match Type:	N/A	Identify Source of Match:		
Fiscal Information:	Awarded Funds: \$776,407	Match/In-Kind Funds: \$0	Additional/Leverage Funds: \$189,336	Total Project Budget: \$965,743

Approved Grant Budget Summary				
Category	Awarded	Match	Additional	Explanation
Personnel				
ACIV	1,075			1% FTE Program Director
ACIII	737			1% FTE Program Manager
ACII	117,534			100% FTE Project Supervisor
Witness Service Coordinators (WSC)	431,980			6 x 100% FTE Verifiers
Legal Clerk (LC)	45,727			100% FTE Support staff
Materials/Supplies				
Equipment Rental	1,000			Konica Copier
Telephone	610			Cell phone
Training	2,900			Self Care Training
Office Supplies	1,454			
Uniforms	1,390			
Other Costs				
CAP41 Fringe Benefits	172,000		88,196	43.58%
CAP41 Indirect Costs			101,141	16.94%
Total	\$776,407	\$0	\$189,336	

Approved Project	
Descriptive Title of Funded Project:	Joint Powers Verification Unit FY2024
Performance Period Start/End Dates (Month/Day/Year):	Citywide:
Start: 07/01/2023 End: 06/30/2024	Affected Council District(s): all
	Affected Congressional District(s): all
Purpose:	
Identify Internal Partners (City Dept/Bureau/Agency):	
Identify External Partners:	

Summary
Please provide a project summary including goals, objectives (metrics), specific outcomes, and briefly describe the activities that will be used to achieve these goals. You may attach an additional sheet of paper if necessary.

JPVU enhances the City's existing services by allowing the program to expedite the "Victims of Crime Compensation Claims" verification and reimbursement process for victims who are entitled to financial assistance. The JPVU grant is funded through the State Victim Compensation and Government Claims Board. Government Code Section 13959 states that it is in the public interest to assist residents of the State of California in obtaining restitution for the pecuniary losses they suffer as a direct result of criminal acts. Under this code, certain victims of crime may receive payment for unreimbursed losses directly resulting from a crime.

Recommendations

Please provide a complete list of necessary actions for implementation, including acceptance of the award by the City, Controller instructions for fund and accounts set-up, coordination of project activities (such as contract and position authorities).

AUTHORIZE the City Attorney, or designee, to:

- a. Accept and execute the grant award agreement in the amount of \$776,407 for continuation funding in support of the Joint Powers of Verification Unit from July 1, 2023 to June 30, 2024, subject to the approval of the City Attorney as to form;
- b. Accept the grant award in the amount of \$776,407 from the State Victim Compensation and Government Claims Board and the County of Los Angeles;
- c. Prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer and instruct the Controller to implement the instructions.
- 2. AUTHORIZE the Controller to:
 - a. Establish a receivable within Fund 368 in the amount of \$776,407 from the State Victim Compensation and Government Claims Board and the County of Los Angeles;
 - b. Establish a new appropriation account within Fund 368 as follows:
Account 12Y511 – Joint Powers of Verification Unit FY2024 - \$776,407
 - c. Upon receipt of grant funds and approval of grant expenses, TRANSFER up to \$595,241 from Fund 368, Department 12, Account 12Y511 – Joint Powers of Verification Unit to Fund 100, Department 12, Account 001010 – Salaries General as reimbursement for City Attorney salary expenses of the eight (8) resolution authorities;
 - d. Upon receipt of grant funds and approval of grant expenses, TRANSFER up to \$1,812 from Fund 368, Department 12, Account 12Y511 – Joint Powers of Verification Unit to Fund 100, Department 12, Revenue Source 5427 - Reimbursement from Grants for salary expenses of the two (2) grant reimbursed regular authorities;
 - e. Upon receipt of grant funds and approval of grant expenses, TRANSFER up to \$172,000 from Fund 368, Department 12, Account 12Y511 – Joint Powers of Verification Unit to Fund 100, Department 12, Revenue Source 5346 – Related Cost Reimbursement from Grants as reimbursement for City Attorney fringe benefits related to the Joint Powers of Verification Unit program.

Fiscal Impact Statement

Please describe how the acceptance of this grant will impact the General Fund. Provide details on any additional funding that may be required to implement the project/program funded by this grant.

The total cost of the Joint Powers of Verification Unit program is \$965,743 of which \$776,407 will be reimbursed by the State Victim Compensation and Government Claims Board and the County of Los Angeles. The General fund contribution is \$189,336 in fringe and related costs (CAP 41) which are already included in the City Attorney adopted budget.

Acceptance Packet

The above named Department has received an award for the Grant Program identified above, accepts full responsibility for the coordination and management of all Grant funds awarded to the City, and will adhere to any policies, procedures and compliance requirements set forth by the Grantor and its related agencies or agents, as well as those of the City, and its financial and administrative departments. The following items comprise the Acceptance Packet and are attached for review by the CAO Grants Oversight Unit:

<input checked="" type="checkbox"/> Grant Award Notification and Acceptance	<input type="checkbox"/> Copy of Award Notice
<input checked="" type="checkbox"/> Grant Project Cost Breakdown (Excel Document)	<input type="checkbox"/> Copy of Grant Agreement (if applicable)
<input checked="" type="checkbox"/> Detail of Positions and Salary Costs (Excel Document)	<input type="checkbox"/> Additional Documents (if applicable)

Department Head Name: Kyle Kirkpatrick Department Head Signature:  Date: 1/4/24

For CAO Use Only

The Office of the City Administrative Officer, Grants Oversight Unit has reviewed the information as requested, and has determined that the Acceptance Packet is:

- Complete The Acceptance Packet has been forwarded to appropriate CAO analyst
- Returned to Department (Additional information/documentation has been requested.
- Flagged (See comments below.)

Comments:

CAO Grants Oversight Unit Signature: _____ Date: _____

**Grant Award Notification and Acceptance
Grant Project Cost Breakdown**

Grant Name: JPVU FY 2024		Department:		City Attorney	
Grant Project Breakdown		Additional Costs**		Total	
Salaries	Grant Funds	City Funds	Non-City Funds	Comments	
1010 Salaries General	597,053			\$ 597,053	
1020 Salaries Grant Reimbursed				\$ -	
1070 Salaries As Needed				\$ -	
1090 Overtime				\$ -	
Salaries Total:					
Related Costs*					
Fringe Benefits	172,000	88,196		\$ 260,196	
Department Administration		75,229		\$ 75,229	
Central Services		25,912		\$ 25,912	
Related Costs Total:	\$ 769,053	\$ 189,336		\$ 361,336	
Expense					
2120 Printing & Binding	1,000			\$ 1,000	
2130 Travel/ Training	2,900			\$ 2,900	
3040 Contractual Services				\$ -	
3310 Transportation				\$ -	
4160 Governmental Meetings				\$ -	
6010 Office Supplies	1,454			\$ 1,454	
6020 Operating Supplies				\$ -	
7300 Equipment	610			\$ 610	
Cell phones	1,390			\$ 1,390	
Uniforms				\$ -	
				\$ -	
Expenses Total:	\$ 7,354	\$ 0		\$ 7,354	
Grand Total:	\$ 776,407	\$ 189,336	\$ 0	\$ 965,743	
*Please use the full Cost Allocation Plan (CAP) rates unless disallowed by the Grantor. CAP rates should be applied to Gross Salaries (including Compensated Time Off.)					
**Other sources of funding. Please indicate whether these funds are part of a match requirement and whether they are already provided or new funding is required.					

