



# City of Las Cruces®

PEOPLE HELPING PEOPLE

## Council Action and Executive Summary

Item # 6Ordinance/Resolution# 16-103For Meeting of \_\_\_\_\_  
(Ordinance First Reading Date)For Meeting of November 2, 2015  
(Adoption Date)

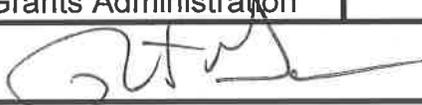
Please check box that applies to this item:

 QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

**TITLE:** A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF THE POLICE DEPARTMENT, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$41,494.00 FROM THE STATE OF NEW MEXICO CRIME VICTIMS REPARATION COMMISSION WITH A \$10,374.00 CASH MATCH REQUIREMENT, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE GRANT CONTRACT, AND TO ADJUST THE FY 2016 BUDGET.

### PURPOSE(S) OF ACTION:

Accept grant funding.

<b>COUNCIL DISTRICT:</b> N/A		
<b><u>Drafter/Staff Contact:</u></b> Michelle K. Belone	<b><u>Department/Section:</u></b> Financial Services/ Grants Administration	<b><u>Phone:</u></b> 541-2716
<b><u>City Manager Signature:</u></b>		

### BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

On August 27, 2015; the City of Las Cruces was notified by the State of New Mexico Crime Victims Reparation Commission (CVRC) of a grant award in the amount of \$41,494.00 under the FY 2016 VOCA Victims of Crime act Victim Assistance Formula Grant for the Las Cruces Police Department, Victim Assistance Unit. The grant funding is to cover salaries for, (1) full-time Crime Victim Advocate and (1) part-time Crime Victim Advocates, program training manuals and minor travel costs. There is a cash-match of \$10,374.00 to cover benefits associated with the grant funded positions. The period of performance is from October 1, 2015 through September 30, 2016.

### SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", State of New Mexico Crime Victims Reparation Commission, FY 2016 VOCA Victims of Crime Act Victim Assistance Formula Grant Contract.
3. Exhibit "B", Budget Adjustment.

(Continue on additional sheets as required)

**SOURCE OF FUNDING:**

<b>Is this action already budgeted?</b>	Yes	<input checked="" type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the Fund.
<b>Does this action create any revenue?</b>	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>2405</u> in the amount of <u>\$41,494.00</u> for FY16.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

**BUDGET NARRATIVE**

Grant funding will be budgeted under Fund 2405 Victim Assistance under project code 37408 in the amount of \$41,494.00; for salaries for two grant-funded positions, program training manuals and minor travel expenses. Grant match funds will be budgeted in Fund 1000 General and will be accounted for under project code 37408 in the amount of \$10,374.00 for fringe benefits for the two grant funded positions.

**FUND EXPENDITURE SUMMARY:**

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Victims Assistance	Various	\$41,494.00	\$41,494.00*	\$0	N/A
General	Various	\$10,374.00	\$10,374.00*	\$0	N/A

\*Upon approved budget adjustment

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this will accept the grant agreement and ratify the City Manager's signature on the contract.
2. Vote "No"; this will reject the grant award and could negatively affect future grant awards from the CVRC.
3. Vote to "Amend"; this is not an option as grant funding is specific to approved expenditures as stipulated under the grant contract.
4. Vote to "Table"; this is not an option as the grant award is constrained by a specific period of performance.

**REFERENCE INFORMATION:**

N/A

(Continue on additional sheets as required)

**RESOLUTION NO. 16-103**

**A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF THE POLICE DEPARTMENT, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$41,494.00 FROM THE STATE OF NEW MEXICO CRIME VICTIMS REPARATION COMMISSION WITH A \$10,374.00 CASH MATCH REQUIREMENT, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE GRANT CONTRACT, AND TO ADJUST THE FY 2016 BUDGET.**

The City Council is informed that:

**WHEREAS**, on August 27, 2015, the City of Las Cruces was notified by the State of New Mexico Crime Victims Reparation Commission of grant award to the City of Las Cruces, on behalf of the police department under grant agreement number 2015-VA-GX-0000, Exhibit "A" attached hereto and made part of this resolution; and

**WHEREAS**, the grant award in the amount of \$41,494.00; and

**WHEREAS**, there is a cash match of \$10,374.00 required; and

**WHEREAS**, grant funds will be used to cover salaries (1) full-time Crime Victim Advocate and (1) part-time Crime Victim Advocate, program training manuals and minor travel costs; and

**WHEREAS**, the required cash match will be used to cover benefits costs associated with the two, grant funded positions; and

**WHEREAS**, the period of performance for the grant is from October 1, 2015 through September 30, 2016.

**NOW, THEREFORE**, Be it resolved by the governing body of the City of Las Cruces:

(I)

**THAT** the City of Las Cruces is approved to accept the grant award in the amount of \$41,494.00, on behalf of its Police Department, from the State of New Mexico Crime Victims Reparation Commission.

(II)

THAT the City Council ratifies the City Manager's signature on grant contract; Exhibit "A", attached hereto and made part of this resolution.

(III)

THAT the FY 2016 is hereby adjusted as outlined in the Budget Adjustment, Exhibit "B", attached hereto and made part of this resolution.

(IV)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(SEAL)

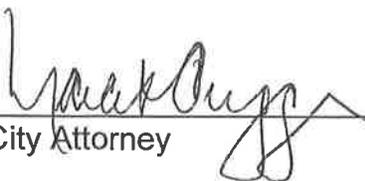
Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

VOTE:

- Mayor Miyagishima: \_\_\_\_\_
- Councillor Silva: \_\_\_\_\_
- Councillor Smith: \_\_\_\_\_
- Councillor Pedroza: \_\_\_\_\_
- Councillor Small: \_\_\_\_\_
- Councillor Sorg: \_\_\_\_\_
- Councillor Levatino: \_\_\_\_\_

APPROVED AS TO FORM:

ACTING  \_\_\_\_\_  
City Attorney

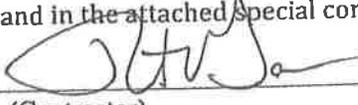
**State of New Mexico  
Crime Victims Reparation Commission  
FFY2016 VOCA Victims of Crime Act Victim Assistance Formula Grant Contract**

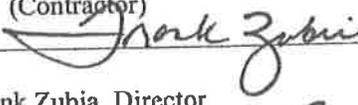
A Federal Grant number 2015-VA-GX-0000 VOCA Victim Assistance grant award to City of Las Cruces/ Las Cruces Police Department, hereinafter called the Contractor, subgrant award #2016-VA-413 in the amount \$41,494.00 for FFY2016 for the exclusive application of a VOCA Victim Assistance grant as set forth in the approved program of the State of New Mexico Grant Application. The New Mexico Crime Victims Reparation Commission (NMCVRC) as referenced in the Victims of Crime Act (VOCA VA) authorizes this award. The Federal CFDA number for this grant is: 16.575. This award may be used for a period from **October 1, 2015 to September 30, 2016.**

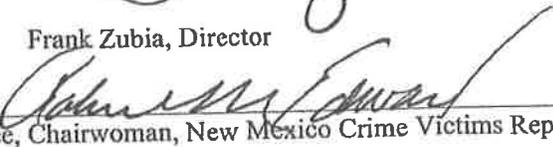
The Contractor shall administer the project for which this award is given in accordance with the applicable rules, regulations and conditions as set forth in the Federal and State Guidelines. In addition, the attached Special Conditions must be followed.

- I. PAYMENT  
Payment is on a reimbursement basis. See Special Conditions.
- II. TERMINATION  
This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty days prior to the intended date of termination.
- III. RECORDS AND AUDIT  
Detailed expenditure records must be maintained. These records shall be subject to inspection by NMCVRC and its representative(s), and the United States Department of Justice, Office of Justice Programs. NMCVRC shall have the right to audit the expenditures both before and after payment. Payment under this Agreement shall not foreclose the right of NMCVRC to recover excessive and/or illegal payments.
- IV. ASSIGNMENT  
The Contractor shall not assign or transfer any interest in the Agreement without prior written approval from NMCVRC.
- V. AMENDMENTS  
This agreement shall not be altered, changed or amended except by an instrument in writing executed by the parties hereto.
- VI. EQUAL OPPORTUNITY COMPLIANCE  
The Contractor agrees to abide by all Federal and State laws and rules and regulations, and executive orders of the Governor of the State of New Mexico pertaining to equal employment opportunity. The Contractor agrees that no person shall, on the basis of race, color, national origin, sex, religion, sexual preference, age or handicap, be excluded from employment with or participation in, be denied services, or be otherwise subjected to discrimination under any program or activity performed under this agreement. The Contractor agrees to submit an Office for Civil Rights certification of compliance form within 45 days of the beginning date of the grant award.
- VII. EFFECTIVE DATE  
This award becomes effective upon date of approval by the NMCVRC Director. No funds will be disbursed until the signed original agreement and an approved budget have been submitted to NMCVRC.  
Organizations that do not adhere to these responsibilities will be in violation of the terms of this Grant, and VOCA Award will be subject to appropriate administrative action, including withholding of funds or termination of Grant Award.

City of Las Cruces/ Las Cruces Police Department signifies acceptance of this award according to the terms and conditions set forth above and in the attached special conditions.

AUTHORIZED OFFICIAL:  DATE: 9/17/15  
(Contractor)

NMCVRC DIRECTOR  DATE: 9/24/2015  
Frank Zubia, Director

  
Approved: Marron Lee, Chairwoman, New Mexico Crime Victims Reparation Com

State of New Mexico  
 Crime Victims Reparation Commission  
FFY2016 VOCA Victims of Crime Act Victim Assistance Formula Grant Contract  
 Special Conditions

By accepting this award, the Contractor assumes the following administrative and financial responsibilities:

1. VOCA funds must be used for direct services to victims of crime in accordance with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 42 U.S.C. 10603(a)(2) and (b)(1) and (2), and the applicable program guidelines and regulations, as required. Contractor acknowledges their agency's award letter may also contain Special Restrictions and Conditions on your agency's award. Your agency is responsible for adherence to these restrictions.
2. The Contractor agrees to abide by the Department of Justice Financial Guide and the Final Program Guidelines, Victims of Crime Act FFY 1997 Victim Assistance Program or future Victim Assistance Program Regulations established by the Office for Victims of Crime.
3. The Contractor must be in compliance with specifications outlined in the Request for Proposal under which the approved application was submitted. The program Request for Proposal is hereby incorporated by reference into this award.
4. The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Office for Victims of Crime, for the performance of this Agreement. If sufficient appropriations and authorization are not made this Agreement shall terminate upon written notice being given by NMCVRC to the Contractor.
5. The Contractor understands and agrees that misuse of award funds may result in a range of penalties, including suspension or termination of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.
6. The Primary Project Components (Project Plan) will guide the scope of work.
7. The Contractor agrees to **inform** all potentially eligible victims with crime victims' compensation **assist** all eligible victims in filling out the application and **assist** in submission of the applications to NMCVRC. In addition, assist NMCVRC staff regarding compensation inquiries.
8. The Contractor agrees to cooperate and coordinate services with and acknowledge services of other VOCA/VAWA funded programs and other service providers in their region that serve victims of crime.
9. All Contractors that are working with victims must have a Limited English Proficiency (LEP) plan and policy in place and in practice to ensure that LEP persons have meaningful access to services.
10. The Contractor agrees to inform and assist eligible victims of crime with the New Mexico SAVIN (State Automated Victim Information Notification) System a free service that provides information to crime victims, crime victim's families, witnesses, and any interested members of the public with case status and hearing notifications on Bernalillo Metropolitan Court, Magistrate and District Court criminal cases in the State of New Mexico.
11. The Contractor agrees to inform and assist eligible victims of crime with the New Mexico's Statewide Automated Victim Information and Notification Services (VINE) which accesses information about particular offenders, or a particular State and/or County inmate's release, transfer or escape from participating agencies-hours a day, over the phone, through the internet, or by e-mail.
12. The Contractor agrees that grant funds will not be used to conduct public awareness, community education campaigns or related activities. Grant funds may be used to support, inform, and outreach to victims about available services.
13. Payment is reimbursement only. In order to receive payment, a Cash Reimbursement Packet consisting of an original signed monthly or quarterly federal invoice and two copies must be submitted by the Contractor with a corresponding accounting sheet reporting the previous month's expenditures. A signed original of the Record of Match Expenditures with a corresponding accounting sheet must also be submitted. The expenditures are to be reported by the categories used on the invoice form. This documentation must be received no later than the 10<sup>th</sup> of

**State of New Mexico**  
**Crime Victims Reparation Commission**  
**FFY2016 VOCA Victims of Crime Act Victim Assistance Formula Grant Contract**  
**Special Conditions**

the month for the previous month's expenditures or as directed by the Grant Administrator (or the business day prior, if the 10<sup>th</sup> of the month falls on a holiday or weekend). If documentation is late or inaccurate, reimbursement will be delayed until the following month or until the submitted documentation is corrected and may result in a change in subgrantee status to that of "high risk."

14. Maintain separate accounts and accounting records for the VOCA funds. Maintenance of project-based accounting records does not provide enough detail to track federal VOCA funds, therefore, VOCA funds must be accounted for separately to ensure they are not commingled with any other funding source.
15. Maintain and furnish to NMCVRC and the United States Department of Justice, upon request, detailed accounting and supportive records of expenditures and of the matching funds.
16. The Contractor agrees to supplement and not supplant state or local funds.
17. The Contractor agrees that all income generated as a direct result of this award shall be deemed program income. All program income must be accounted for and used for the purposes under the conditions applicable for the use of funds under this award, including the effective edition of the OJP Financial Guide as applicable, either (1) 28 CFR Part 66 or (2) 28 CFR 70 and 2 CFR Part 215 (OMB Circular A-1100). Further, the use of program income must be shown on the quarterly or monthly federal invoice submitted to NMCVRC.
18. Approval of this award does not indicate an approval of any consultant rate in excess of \$650.00 per day. A detailed justification must be submitted to and approved by the NMCVRC and the Office for Victims of Crime prior to obligation or expenditure of such funds.
19. The Contractor shall be aware that OJP sponsored conference costs in excess of the federal per diem rate will require justification and prior approval by the Office of the Comptroller, OJP. The Contractor must submit prior to incurrence of such costs, justification for lodging cost exceeding the allowable Federal rate for the geographical location. Conference costs incurred without proper justification will be disallowed.
20. Due to requirements by the NM Department of Finance, all cash reimbursement invoices for grant expenditures made prior to June 30<sup>th</sup> will be due no later than July 10<sup>th</sup> but is subject to change. Cash reimbursement invoices received after July 10<sup>th</sup> for expenditures and receipt of purchases made prior to July 1<sup>st</sup> cannot be processed and those expenditures will become the responsibility of the Contractor.
21. The Contractor, upon final payment of the amount due under this Agreement, releases NMCVRC from all liabilities, claims and obligations whatsoever arising from or under this Agreement.
22. The Contractor agrees to comply with applicable requirements regarding maintenance of an active and updated System for Awards Management (SAM.gov) and Data Universal Numbering System (DUNS) number. (Or with a successor government wide system officially designated by OMB, OJP and/or NMCVRC.) The details of the SAM.gov and DUNS obligations are posted on <http://www/ojp.gov/funding/sam.htm>.
23. File quarterly statistical reports to be received by NMCVRC no later than five days after the end of the quarter via email to [CVRC.Grants@state.nm.us](mailto:CVRC.Grants@state.nm.us). Late or inaccurate reporting will delay the payment process.
24. The Contractor agrees to submit an annual performance report for each year the grant is active, by a date agreed upon with NMCVRC.
25. If applicable, the Contractor agrees to provide data to the New Mexico Interpersonal Violence Data Central Repository.
26. All staff within the organization providing direct services to victims must attend a minimum of one compensation workshop held by NMCVRC during the grant year.
27. Two members of the project's staff shall attend the annual Advocacy in Action (AIA) Conference.

**State of New Mexico**  
**Crime Victims Reparation Commission**  
**FFY2016 VOCA Victims of Crime Act Victim Assistance Formula Grant Contract**  
**Special Conditions**

28. The project manager and anyone completing quarterly progress and/or financial reports must attend the NMCVRC VOCA/VAWA Grant Reporting training at least once during the grant budget period, unless a waiver is granted,
29. The Contractor agrees to allow NMCVRC access to the grant-funded project's documentation, redacted client files and other sources in order to determine that funds are being utilized in accordance with VOCA funding guidelines/contractual agreements and other state and federal guidelines. In lieu of a file redaction, the parties may agree to NMCVRC staff sign a confidentiality agreement prior to review of files, to ensure confidentiality of clients.
30. The Contractor agrees that all equipment and/or technology purchased with grant funds will be used solely to assist victims of crime during and for three years following the end of the grant budget period. The Contractor agrees to notify NMCVRC of any changes regarding the use or distribution of equipment or technology purchased with VOCA funds.
31. VOCA award funding cannot be used to purchase food and/or beverages for any meeting, conference, training or other event.
32. All materials and publications (written, visual, or sound) funded by this award shall contain the following statements: "This project was supported by subgrant # \_\_\_\_, awarded by the NMCVRC for the VOCA VA Grant Program. The opinions, findings, conclusions and recommendations expressed in the publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office of Victims of Crime or the New Mexico Crime Victims Reparation Commission."
33. Provide NMCVRC with an audit of the program, the audit management letter and a resolution of all the findings if your agency meets the conditions of OMB Circular 133 or A-21, which requires an audit if your agency expends at least \$750,000.00 of federal funds during the contract period. If your agency does not meet the conditions of the OMB Circular 133 or A-21, please submit a "program-specific audit" with a copy of the audit management letter and resolution of all findings. Contractor understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed. For additional information, see the most current edition of the OJP Financial Guide.
34. The Contractor agrees to comply with any additional requirements that may be imposed during the grant performance period if NMCVRC determines that the Contractor is a "high risk" grantee. Cf. C.F.R. parts 66, 70.
35. Prior to the final selection of personnel to be hired with grant funds, the contractor agrees to provide NMCVRC with the names and resumes of the candidates recommended for hiring. NMCVRC shall review and approve all recommendations regarding personnel selection and/or hiring prior to final selection of candidates. Project staff resumes, including staff being used, as match must be submitted to NMCVRC in order for reimbursement for expenditures to occur. Once work has started, the Contractor will make no changes of personnel without the prior written consent of NMCVRC. Replacement of any contractor personnel, if approved, shall be with personnel of equal ability, experience and qualifications. Approval of replacement personnel shall not be unreasonably withheld. NMCVRC shall retain the right to request the removal of any of the Contractor's personnel at any time.
36. The Contractor agrees to utilize volunteers in their program and make certain volunteers are an integral part of the VOCA-funded project.
37. Project staff and consultants must be provided a copy of the project proposal and appropriate budget information. In addition, the program manager agrees to disseminate project information to the project staff.
38. The Contractor agrees to complete and keep on file, as appropriate, Immigration and Naturalization Service Employment Eligibility Verification Form (I-9). This form is to be used to verify that persons are eligible to work in the United States.
39. All information furnished to the VOCA VA Contractor agencies by victims of crime, including identifying information, is confidential, with the following exceptions: a) court subpoena, b) in situations where a trained

State of New Mexico  
 Crime Victims Reparation Commission  
FFY2016 VOCA Victims of Crime Act Victim Assistance Formula Grant Contract  
 Special Conditions

professional assesses that a victim is in danger of harming themselves or others (i.e. suicide or homicide), c) periodic review of files by the funding agency, and d) in the event the victim provides written consent for a release of information. Any person suspecting abuse who knows or has reasonable suspicion that a child is being abused or neglected in New Mexico are mandated to report the matter immediately to the NM Children, Youth and Families Department and/or law enforcement. NM Child Abuse Laws 32A-4-1, et seq.

40. If compelled by court order to release personally identifying information or information collected in connection with services requested, utilized or denied through Contractor's programs, the Contractor shall: a) make reasonable attempts to provide notice to victims affected by the disclosure, and document in writing such attempts; and b) take steps necessary to protect the privacy and safety of persons affected, and document in writing such necessary steps.
41. The Contractor agrees to comply with the applicable requirements of 28 C.F.R. Part 8, the Department of Justice regulation governing "Equal Treatment of Faith Based Organization (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.
42. The Contractor agrees to comply with state laws and rules applicable to workers' compensation benefits for its employees. If the Contractor fails to comply with the Workers' Compensation Act and applicable rules when required to do so, this agreement may be terminated by NMCVRC.
43. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department of Justice encourages sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
44. The Contractor understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation, or policy at any level of government, without the express prior written approval of NMCVRC and the Department of Justice's Office of Justice Programs.
45. The Contractor understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to the Association of Community Organizations for either Reform Now (ACORN) or its subsidiaries, without the express prior written approval of NMCVRC or the Department of Justice's Office of Justice Programs.
46. Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only with respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits. The contractor agrees to collect and keep on file nondiscrimination/demographic information on race, sex, primary language, religion, national origin, age and disability of recipients for which services are provided, where such information is voluntarily furnished by those receiving assistance.
47. The Contractor agrees to comply with the NMCVRC's Civil Rights Compliance/Anti-Harassment policy and procedures found on the NMCVRC website.
48. The Contractor agrees that the Program Manager or appropriate designee shall attend the NMCVRC's Subgrantee Civil Rights Compliance training or webinar and agrees to disseminate this information to VOCA VA funded staff and volunteers.

**State of New Mexico  
Crime Victims Reparation Commission  
FFY2016 VOCA Victims of Crime Act Victim Assistance Formula Grant Contract  
Special Conditions**

- 49. Contractors must permanently post grievance policies and procedures in a conspicuous place within the agency; this posting must include the names and contact information for all agency funders.
- 50. Organizations must submit an acceptable Equal Employment Opportunity Plan, if required pursuant to 28 CFR 42.302. This plan must be approved by the DOJ, OJP Office of Civil Rights. The Contractor acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR. Section 42.302) that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
- 51. The Contractor understands that they must promptly refer to NMCVRC and DOJ Office of the Inspector General any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either: 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity or similar misconduct involving grant funds.
- 52. Potential or perceived fraud, waste, abuse or misconduct shall be reported to NMCVRC.
- 53. Potential fraud, waste, abuse or misconduct should be reported to the DOJ OIG by: Mail: U.S. Department of Justice Investigations Division 950 Pennsylvania Avenue, N.W Room 4706 Washington, D.C. 20530 Email [oig\\_hotline@usdoj.gov](mailto:oig_hotline@usdoj.gov) Hotline: (contact information in English and Spanish): 800-869-4499 Or Hotline Fax: (202) 616-9881. Additional information is available from the DOJ OIG website: [www.usdoj.gov/oig](http://www.usdoj.gov/oig)

Organizations, which do not adhere to these Special Conditions, will be in violation of the terms of this Grant, and the VOCA VA Award will be subject to appropriate administrative action, including withholding of funds or possible termination of the Grant Award.

The above Special Conditions become part of the Grant Award and are accepted by the contractor.

Victoria Fredrick

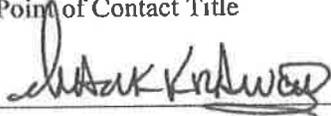
[vfredrick@las-cruces.org](mailto:vfredrick@las-cruces.org)

Financial Point of Contact Printed Name

E-mail Address

Finance Director

Financial Point of Contact Title



(ACTING INTERIM FINANCE DIRECTOR)

9/15/15

Financial Point of Contact Signature

Date

Robert L. Garza, P.E.

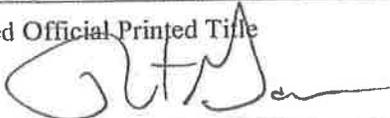
[rgarza@las-cruces.org](mailto:rgarza@las-cruces.org)

Authorized Official Printed Name

E-mail Address

City Manager

Authorized Official Printed Title

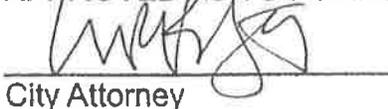


9-17-15

Authorized Official Signature

Date

APPROVED AS TO FORM:

  
City Attorney

Subgrant Award #2016-VA-413 Authorized Official Initials: 

# CITY OF LAS CRUCES

## Fund Summary

**EXHIBIT "B"**

**Fund:** 1000  
**DFA:** 101

**Fund Name:** GENERAL FUND  
**DFA Name:** General Fund

	2015-16 Budget			%
	Adopted	Adjustment	Amended	Inc. / Dec.
<b>Beginning Balance</b>	\$ 22,903,243	(1,882,130)	21,021,113	-8.22%
<b>Resources</b>				
Revenue	\$ 90,897,540	0	90,897,540	0.00%
Proceeds	26,125	0	26,125	0.00%
Transfers In	74,386	0	74,386	0.00%
<b>Total Resources</b>	\$ 90,998,051	0	90,998,051	0.00%
<b>Expenditures</b>				
Salaries & Benefits	\$ 61,331,508	0	61,331,508	0.00%
Operating Costs	20,367,177	0	20,367,177	0.00%
Capital Outlay	842,249	0	842,249	0.00%
Debt Service	26,125	0	26,125	0.00%
Grant / Projects	2,344,283	10,374	2,354,657	0.44%
Transfers Out	14,729,524	0	14,729,524	0.00%
<b>Total Expenditures</b>	\$ 99,640,866	10,374	99,651,240	0.01%
<b>Ending Balance</b>	\$ 14,260,428	(1,892,504)	12,367,924	-13.27%

**Fund:** 2405  
**DFA:** 218

**Fund Name:** VICTIMS ASSISTANCE FUND  
**DFA Name:** Intergovernmental Grants

	2015-16 Budget			%
	Adopted	Adjustment	Amended	Inc. / Dec.
<b>Beginning Balance</b>	\$ 0	0	0	0.00%
<b>Resources</b>				
Revenue	\$ 21,743	41,494	63,237	190.84%
Proceeds	0	0	0	0.00%
Transfers In	0	0	0	0.00%
<b>Total Resources</b>	\$ 21,743	41,494	63,237	190.84%
<b>Expenditures</b>				
Salaries & Benefits	\$ 0	0	0	0.00%
Operating Costs	0	0	0	0.00%
Capital Outlay	0	0	0	0.00%
Debt Service	0	0	0	0.00%
Grant / Projects	21,743	41,494	63,237	190.84%
Transfers Out	0	0	0	0.00%
<b>Total Expenditures</b>	\$ 21,743	41,494	63,237	190.84%
<b>Ending Balance</b>	\$ 0	0	0	0.00%





# City of Las Cruces<sup>®</sup>

PEOPLE HELPING PEOPLE



## COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of \_\_\_\_\_  
(Ordinance First Reading Date)

For Meeting of November 2, 2015  
(Adoption Date)

**TITLE:** A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF THE POLICE DEPARTMENT, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$41,494.00 FROM THE STATE OF NEW MEXICO CRIME VICTIMS REPARATION COMMISSION WITH A \$10,374.00 CASH MATCH REQUIREMENT, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE GRANT CONTRACT, AND TO ADJUST THE FY 2016 BUDGET.

Purchasing Manager's Request to Contract (PMRC) {Required?} Yes  No

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact Michelle K. Belone		541-2716	10-13-17
Police Department Chief Jaime Montoya		541-4736	10/13/15
Finance Department Victoria Fredrick		541-2080	10/14/15
Management & Budget Manager Robert Lundien		541-2107	10/19/15
Assistant City Manager /CAO Mark Winson		541-2100	10/19/15
Assistant City Manager/COO Daniel Avila		541-2100	10/21/15
City Attorney Wm. Rusty Babington	FOR	541-2128	10-23-15
Interim City Clerk Linda Lewis		541-2115	10-23-15