

Routing and Transmittal Form
Administrative Funds Adjustment Availability Verification

Date: 12/20/18

TO: (Name, office symbol, room number, building, Agency/Post)

Initials

Date

1. Budget Analyst OCFO/Budget Division – Christina Davis-Wade

CDW

12/20/18

2. Associate CFO, OCFO/ Budget Division – Shalette Jones

SJ

12/20/18

3. Deputy Chief Financial Officer – Mikki Atsatt

MA

12/20/18

4. Budget Analyst OCFO/ Budget Division – Christina Davis-Wade

CDW

12/21/18

5. General Counsel - Rafael A Madan

RAM

12/21/18

6. Budget Analyst OCFO/ Budget Division – Christina Davis-Wade

CDW

12/21/18

Approval

For Clearance

Signature/Initial

Using OJP Order 4100.1 as a guide, the Budget Execution Division has reviewed the subject request for the following:

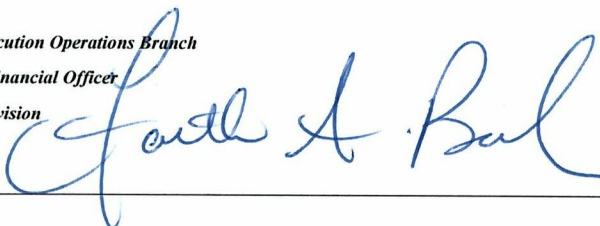
- a. the scope and purpose of the new obligation are substantially the same as in the original obligation, as it may have been amended, plus any program income;
- b. the amount of the new obligation is not greater than the amount deobligated;
- c. the amount of time for performance under the new obligation is not longer than that under the original obligation; and
- d. the subject request for determination was made not later than 60 days before the end date of the original obligation.

BJA is requesting an administrative funding adjustment because the grantee, Virginia Department of Criminal Justice Services (DCJS), is not able to accept the award based on the requirements set forth by the Department of Justice Certification of Compliance under code 8 U.S.C. 1373 & 1644. The U.S. District Attorney requests that the Virginia Association of Chiefs of Police serve as the new grantee for both awards. BJA agrees with this request and would like to de-obligate \$199,592 and \$466,081 from two awards (2018-GP-BX-0068 and 2018-GP-BX-0067) and re-obligate the funds to the new grantee, Virginia Association of Chiefs of Police. There is no change to the scope and purpose of the award to create and foster safer neighborhoods through a sustained reductions in violent crime.

OCFO Recommendation: Recommended for Approval

FROM:

Chief of Budget Execution Operations Branch
 Office of the Chief Financial Officer
 Budget Execution Division



Room No.-Bldg.

810 7th Street, N.W. Room 5279

Phone No. 202-305-2524

ROUTING AND TRANSMITTAL SLIP

Date

11/27/2018

TO: (Name, office symbol, room number, building, Agency/Post)

1. Tracey Trautman, Deputy Director, BJA

Initials

TT

Date

11/28/18

2. Jon Adler, Director, BJA

JA

11/28/18

3. Leigh Benda, Chief Financial Officer, OCFO RM 5248

4. Rafael A. Madan, General Counsel, OGC 5th FL RM 5418

WSA

12/21/18

5.

Action	File	Note and Return
<input checked="" type="checkbox"/> Approval	For Clearance	Per Conversation
<input type="checkbox"/> As Requested	For Correction	Prepare Reply
<input type="checkbox"/> Circulate	For Your Information	See Me
<input type="checkbox"/> Comment	Investigate	<input checked="" type="checkbox"/> Signature
<input type="checkbox"/> Coordination	Justify	For Your Review

REMARKS

Administrative Funding Adjustment Request Memo (Award #2018-GP-BX-0068 and #2018-GP-BX-0068); the current grantee is not able to accept the awards as they are unwilling to sign the Chief Legal Officer certification form.

check the last page.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Stephen Fender, BJA

Room No. - Bldg.

Room 4224A

Phone No.

(202) 532-0027

OPTIONAL FORM 41 (Rev. 1-94)

Prescribed by GSA



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

MEMORANDUM

To: Rafael A. Madan *WJA*
General Counsel
Office of Justice Programs

Through: Leigh Benda *LB*
Chief Financial Officer
Office of the Chief Financial Officer

Through: Jon Adler *JA*
Director
Bureau of Justice Assistance

From: Tracey Trautman *TT*
Deputy Director
Programs Office

Subject: Request for Administrative Funding Adjustment Determinations

Date: November, 27 2018

The purpose of this memorandum is to request an administrative funding adjustment pursuant to Office of Justice Programs (OJP) Order No. 41001.1 (Obligation of De-Obligated Funds) (July, 2009).

Detailed Information about the Proposed De-obligation (7.b.1 of the Order)

Original Obligation Amounts:

2018-GP-BX-0068: \$199,592

2018-GP-BX-0067: \$466,081

De-obligation Amounts:

2018-GP-BX-0068: \$199,592

2018-GP-BX-0067: \$466,081

Reason for de-obligation: The grants were awarded to the Virginia Department of Criminal Justice Services (DCJS) to serve as the fiscal agent for the 2018 Project Safe

Neighborhood (PSN) awards for the Eastern and Western Districts of the state of Virginia. However, due to the requirements set forth by the Department of Justice for the Certification of Compliance with 8 U.S.C. 1373 & 1644, DCJS will not be able to comply with the requirements and the agency has formally declined the awards.

The United States Attorney District requests that the Virginia Association of Chiefs of Police serve as the fiscal agent for both awards and has certified this application as per program requirements.

Scope and purpose of the Original Obligations: The scope and purpose of the original award was to create and foster safer neighborhoods through a sustained reduction in violent crime, including, but not limited to, addressing criminal gangs and the felonious possession and use of firearms.

The objective of the program is to support initiatives that coordinate proactively with the PSN task force in each district of the USAO to enhance collaboration and strengthen the commitment to reduce violent crime by implementing crime reduction strategies.

Identity of the original recipient: Virginia Department of Criminal Justice Services

Period of performance (including the end date therefore) of the Original Obligation:
October 1, 2018- September 30, 2021

Detailed Information about the Proposed Obligation (7.b.1 of the Order)

Amount of proposed obligations:

2018-GP-BX-0068: \$199,592

2018-GP-BX-0067: \$466,081

Proposed scope and purpose: The scope and purpose of the new award would not deviate from the same outlined in the original award.

Identity of proposed recipient: Virginia Association of Chiefs of Police

Proposed Period of Performance: (3 years) October 1, 2018- September 30, 2021

Conclusion:

The proposed award to the Virginia Association of the Chiefs of Police will not change the scope or purpose of the project, increase the dollar amount needed to carry out the terms of the existing grant, or the amount of time needed for its performance from that specified in the "Original Obligation". The point of contact for this request is Dawn Hill, BJA State Police Advisor, at 202-598-7513 or dawn.k.hill@usdoj.gov.

William Alkin
Rafael A. Madan *for 12/21/18*
GENERAL COUNSEL
CONCUR

Rafael Madan
GENERAL COUNSEL
NONCONCUR

Marilyn B. Attatt
Leigh Benda *for 12/20/18*
CHIEF FINANCIAL OFFICER
CONCUR

Leigh Benda
CHIEF FINANCIAL OFFICER
NONCONCUR



U. S. Department of Justice

*United States Attorney
Western District of Virginia*

*Thomas T. Cullen
United States Attorney*

*Street Address (overnight mail)
310 First Street, SW, Room 906
Roanoke, Virginia 24011*

*Mailing Address
P. O. Box 1709
Roanoke, Virginia 24008-1709
Telephone: 540-857-2250
Fax: 540-857-2614*

November 13, 2018

The Honorable Jon Adler
Director, Bureau of Justice Assistance
Office of Justice Programs
United States Department of Justice
810 Seventh Street NW.
Washington, DC 20531

Re: Project Safe Neighborhood FY2018 Grant

Dear Director Adler:

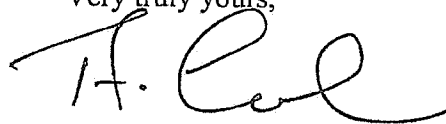
The United States Attorney's Office for the Western District of Virginia has selected a fiscal agent for our allocation under the FY2018 Violent Gang and Gun Crime Reduction Program (Project Safe Neighborhoods). The selected organization is the Virginia Association of Chiefs of Police and Foundation, Inc. To complete the application process, you may contact Ms. Dana Schrad, Executive Director, at (804) 285-8227.

By this letter, I certify that the selected fiscal agent is in compliance with the Department of Justice's requirements for Project Safe Neighborhoods (PSN). The organization has expressed their commitment to meet the mission and goals of our local PSN Task Force. The selected applicant is not under investigation, and neither I nor the members of my staff who will have involvement in the PSN program have a conflict of interest or other disqualification, pursuant to 5 C.F.R. § 2635.402 and 5 C.F.R. § 2635.502, in working with this organization.

It is important to note that the Virginia Association of Chiefs of Police and Foundation, Inc. has experience in working with grant administration and fiscal oversight, and can help leverage other resources to assist in the implementation of the Western District of Virginia's Project Safe Neighborhoods initiative.

Questions related to their grant proposal may be addressed to Ms. Dana Schrad, Executive Director, at (804) 285-8227 or dana@vachiefs.org.

Very truly yours,

A handwritten signature in black ink, appearing to read 'T. Cullen', written in a cursive style.

THOMAS T. CULLEN
United States Attorney



U.S. Department of Justice
United States Attorney
Eastern District of Virginia

G. Zachary Terwilliger

2100 Jameson Ave (703) 299-3700
Alexandria, Virginia 22314

November 9, 2018

The Honorable Jon Adler
Director of Bureau of Justice Assistance
Office of Justice Programs
United States Department of Justice
810 Seventh Street, N.W.
Washington, D.C. 20531

Dear Director Adler:


The selection committee for the Project Safe Neighborhoods (PSN) Task Force for the Eastern District of Virginia has selected the Virginia Association of Chiefs of Police as the fiscal agent for our allocation under the 2018 PSN grant program.

By this letter, I certify that the selected fiscal agent is in compliance with the Department of Justice's requirements for Project Safe Neighborhoods. The organization has expressed its commitment to meet the mission and goals of our local PSN Task Force. The selected applicant is not under investigation, and neither I nor the members of my staff who will have involvement in the PSN program have a conflict of interest or other disqualification, pursuant to 5 C.F.R. § 2635.402 and 5 C.F.R. § 2635.502, in working with this organization.

It is important to note that the Virginia Association of Chiefs of Police has experience in working with grant administration and fiscal oversight.

Questions related to their grant proposal may be addressed to Stephen W. Miller, Assistant United States Attorney, in my office at (804) 819-5487 or stephen.miller@usdoj.gov.

Sincerely yours,


G. ZACHARY TERWILLIGER
UNITED STATES ATTORNEY

cc: Seth Adam Meinero, Executive Office for United States Attorneys



Department of Justice
Office of Justice Programs
Grants Accounting Module

Grants Reporting Facility

Thursday, December 20, 2018

Payment History Report by Grant #

12:40:41 PM

Grant Number: 2018GPBX0068

Grantee: VIRGINIA DEPT. OF CRIMINAL JUSTICE

Grantee ID: 550852528

State Grant Awarded: VA

Last Financial Status Report: //

Begin Date: 2018/10/01

End Date: 2021/09/30

CFDA #:

<u>Last Trm</u>	<u>Doc Type</u>	<u>Obligation Amount</u>	<u>Payment Amount</u>	<u>Balance</u>
09/14/2018	CM	\$.00	\$.00	\$.00
09/23/2018	OB	\$199,592.00	\$.00	\$199,592.00
Totals:		\$199,592.00	\$.00	\$199,592.00



**Department of Justice
Office of Justice Programs
Grants Accounting Module**

Grants Reporting Facility

Thursday, December 20, 2018

Payment History Report by Grant #

12:41:01 PM

Grant Number: 2018GPBX0067

Grantee: VIRGINIA DEPT. OF CRIMINAL JUSTICE

Grantee ID: 550852528

State Grant Awarded: VA

Last Financial Status Report: //

Begin Date: 2018/10/01

End Date: 2021/09/30

CFDA #:

<u>Last Trm</u>	<u>Doc Type</u>	<u>Obligation Amount</u>	<u>Payment Amount</u>	<u>Balance</u>
09/13/2018	CM	\$.00	\$.00	\$.00
09/23/2018	OB	\$466,081.00	\$.00	\$466,081.00
Totals:		\$466,081.00	\$.00	\$466,081.00