

COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST

REQUEST NO.  
ATR 12 005

DEPARTMENT

SHERRIFF'S OFFICE

DATE

10/12/11

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	30195	1957	\$81,122	Federal Grant - Unanticipated Revenue
To	(Various)			See attachment 1

Justification. (Attach Memo if Necessary)

Recognizing unanticipated revenue and appropriating expenditures for the 2011 Justice Assistance Grant. (See attached Board memo)

DEPARTMENT HEAD

BY:

*[Signature]*

DATE

10/12/11

2. ☐ Board Action Required

☒ Four-Fifths Vote Required

☐ Board Action Not Required

Remarks:

COUNTY CONTROLLER

BY:

TR  
*[Signature]*

*[Signature]*

DATE

10/13/11

3. ☐ Approve as Requested

☐ Approve as Revised

☐ Disapprove

Remarks:

COUNTY MANAGER

BY:

*[Signature]*

DATE

10/20/2011

DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. 071711

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this 1st day of NOVEMBER, 2011

Ayes and in favor of said resolution:

Noes and against said resolution:

Supervisors: DAVE PINE  
CAROLE GROOM  
DON HORSLEY  
ROSE JACOBS GIBSON  
ADRIENNE J. TISSIER

Supervisors: NONE  
  
Absent  
Supervisors: NONE

ATTEST:

*[Signature]*  
Clerk of Said Board

Carole Groom  
PRESIDENT, BOARD OF SUPERVISORS  
COUNTY OF SAN MATEO

DISTRIBUTION:

WHITE  
GREEN  
CANARY  
PINK  
GOLDENROD

— BOARD OF SUPERVISORS  
— CONTROLLER  
— COUNTY MANAGER  
— DEPARTMENT  
— TREASURER

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

**ATTACHMENT 1**

1. Request Transfer of Appropriations As Listed Below:

	CODES		AMOUNT	DESCRIPTION
	Fund/Org	Account		
FROM	30195	1957	\$ 81,122	Federal Grant - Unanticipated Revenue
TO	30195	5193	\$ 12,776	Supplies
	30195	5214	\$ 5,000	Software Purchase
	30195	5731	\$ 8,112	Training Expense
	30195	6263	\$ 55,234	Project Contribution-Other Agency

**Justification:**

Recognizing unanticipated revenue and appropriating expenditures for the 2011 Justice Assistance Grant. See attached Board memo.



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

Sheriff's Office



**DATE:** October 4, 2011  
**BOARD MEETING DATE:** November 1, 2011  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** 4/5ths

**TO:** Honorable Board of Supervisors

**FROM:** Sheriff Greg Munks 

**SUBJECT:** FY 2011 Edward Byrne Memorial Justice Assistance Grant Program

**RECOMMENDATION:**

**A. Adopt a Resolution:**

1. Accepting the FY 2011 Edward Byrne Memorial Justice Assistance Grant Program in the amount of \$81,122, for the period of October 1, 2010 through September 30, 2014; and
2. Authorizing the Sheriff or Sheriff's designee to execute all necessary documents in connection with the grant including but not limited to agreements, amendments, and grant assurances.

- B. Approve an Appropriation Transfer Request (ATR) in the amount of \$81,122 from Unanticipated Revenue to Services and Supplies accounts for the expenditure of the grant. (4/5ths vote required)**

**BACKGROUND:**

The Edward Byrne Memorial Justice Assistance Grants (JAG) Program is administered by the Bureau of Justice Assistance (BJA). The JAG Program has seven purpose areas under which funds may be awarded, one of which is law enforcement. JAG-funded projects address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiency of criminal justice systems, processes, and procedures.

The Bureau of Justice Statistics (BJS) calculates the JAG formula-based award amounts using specifications outlined in the JAG legislation. According to the legislation, states may only retain award amounts that bear the same ratio of "(A) total expenditures on criminal justice by the state government in the most recently completed fiscal year to (B) the total expenditure on criminal justice by the state government and units of local government within the state in such year."

After determining the amount spent on criminal justice expenditures by the state government, the state may retain that amount. The remainder of funding is passed down to the local governments within the state. These criminal justice expenditure amounts are referred to as "variable pass-through" data for the purpose of JAG awards.

In some cases, as defined by the legislation, a disparity may exist between the funding eligibility of a county and associated municipalities. Such disparity exists when both a county and a municipality within that county qualify for a direct award, yet the award amount for the municipality exceeds 150% of the county's award amount. Another type of disparity that may occur is when a county and multiple municipalities within that county are all eligible for direct awards, but the sum of the awards for the individual municipalities exceeds 400% of the county's award amount.

**DISCUSSION:**

On behalf of the County and local disparate jurisdictions, the Sheriff's Office applied for and received funding in the amount of \$81,122 for the federal FY 2011 Edward Byrne Justice Assistance Grant (JAG) Program.

The County, along with the cities of East Palo Alto and San Mateo are certified as disparate jurisdictions. Jurisdictions certified as disparate must identify a fiscal agent and that fiscal agent has to submit a joint application for the total eligible allocation with a Memorandum of Understanding. The County and cities have agreed that the Sheriff's Office be the fiscal agent and 10% of each jurisdiction's allocated amount will be designated as administrative fee.

Of this grant amount, \$25,888, which includes the 10% administrative fee, is allocated to the County. A portion of this allocation will be applied towards the purchase of new digital portable radios, batteries and related software. The remainder of the County's award will be used towards training costs to provide personnel with the skills and analytical tools to ensure proper management of grants, contracts and requests for proposals.

The balance of the grant includes allocations to East Palo Alto for \$27,903 and San Mateo for \$27,331. Both cities will expend FY 2011 JAG funds for the analyses of all types of evidence submitted to the Sheriff's Office Forensic Laboratory. The cities will receive credit towards Laboratory fees and services based on their agency's allocation during the grant period (October 1, 2010 to September 31, 2014) or until the funding is exhausted.

County Counsel has reviewed and approved the Resolution as to form.

Approval of this grant award contributes to the Shared Vision 2025 outcome of a Healthy Community by improving the effectiveness and efficiency of criminal justice systems, processes, and procedures.

**PERFORMANCE MEASURE:**

Measure	FY 2010-11 Actual	FY 2011-12 Projected
Total number of major case items received by the Forensic Laboratory	3,299	2,500

**FISCAL IMPACT:**

The FY 2011 Edward Byrne Memorial Justice Assistance Grant Program award is for the amount of \$81,122, for the period of October 1, 2010 to September 30, 2014. This grant does not require any matching County funds. There is no Net County Cost.