

Internal Grant Approval Form

Instructions

This form must be completed if you are applying for a grant, even if you expect the grant award to pass through the county to a nonprofit.

If any of the following are true, then you must request approval from the Board of Commissioners to apply for the grant.

- The grant requires county matching funds
- The grant will fund a new position that the county is expected to be sustained after the grant is finished
- The grant will fund a new program that the county is expected to be sustained after the grant is finished

If the grant will fund a new position, the [New Position Request](#) form will need to be filled out and submitted along with this form.

To enter your grant application request on the BoC consent agenda, this form and all attachments must be submitted via email to Sandra.sublett@chathamnc.org, Lindsay.ray@chathamnc.org; vicki.mcconnell@chathamnc.org, Charlie.horne@chathamnc.org, renee.paschal@chathamnc.org, lisa.west@chathamnc.org, 14 days prior to the BoC meeting. Please refer to the attached schedule so you will be sure to make the deadline.

If none of the above conditions are true then you can bypass the Board of Commissioners and email this form to lisa.west@chathamnc.org, renee.paschal@chathamnc.org, vicki.mcconnell@chathamnc.org at least 2 weeks prior to submitting your grant application.

Board of Commissioner Meeting Dates

At the Board of Commissioner retreat in January 2012, the Chatham County Board of Commissioners voted to move to a monthly meeting schedule beginning in February 2012. Below are the meeting dates for Fiscal 2012 (July 1, 2011 through June 30, 2012) and the first part of Fiscal 2013 (beginning July 1, 2012) and the dates this form is due:

BOARD MEETING

FISCAL 2012

January 3, 2012
January 17
February 6
February 20
March 19
April 16
May 21
June 18

FORM DUE

December 20, 2011
January 3, 2012
January 23
February 2
March 5
April 2
May 7
June 4

FISCAL 2013

July 16, 2012
August 20
September 17
October 15
November 19
December 17
January 21
February 18
March 18
April 22
May 20
June 17

July 2
August 2
September 4
October 1
November 5
December 3
January 7
February 4
March 4
April 8
May 6
June 3

1. Grant Information

Is a county match required for this grant application?	<input checked="" type="checkbox"/> Yes, cash match required <input type="checkbox"/> Yes, in-kind match required <input type="checkbox"/> No
Will the grant fund a new position or program that the county will be expected to continue after the grant is ended? **	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
BoC meeting date for entry on consent agenda (Answer only if you answered Yes to any of the above)	01/22/2013
Agency or group offering the grant	NC Governors Crime Commission
Title of Grant	Investigation and Monitoring for Enhanced Safety Grant Award
Is this American Recovery & Reinvestment Act funding?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total funding being requested from the grantor	\$150,675.01
Total match required	25%
Source of match	40% of existing DV Supervisors salary
Length of grant term	2 yrs
Type of disbursement	<input checked="" type="checkbox"/> Reimbursement <input type="checkbox"/> Lump sum up-front <input type="checkbox"/> Other (describe)
Reporting schedule	<input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Twice a year <input type="checkbox"/> Yearly <input type="checkbox"/> Other (describe)

** If the grant will fund a position, you must submit a request for new position form to Renee Paschal and Sybil Tate prior to applying for a grant.

2. Applicant Information

Department	Chatham County Sheriff's Office
Contact Person and title	Lt. Brad Johnson
County, non-profit, or other grant partners	Family Violence and Rape Crisis, Child Victim Services
Name of person responsible for grant reporting and/or administration	SSgt Brandon Jones
Signature of Department Head and Date	

3. Grant Project Description

<p>Has the grant project or position been noted in the department work plan or Request for New Staff Resources? <i>If so, attach that document and skip to Section 4.</i></p>	<p><input checked="" type="checkbox"/> Yes, the project is included in the department work plan <input type="checkbox"/> Yes, the position has been noted in the Request for New Staff Resources <input type="checkbox"/> No – Please explain</p>
<p>Provide a brief description of the grant project.</p>	<p>During the period of pretrial release, victims of domestic violence are subjected to being stalked, threatened to drop charges or not show up for court proceedings, and further victimization. This project will provide for the court ordered monitoring of offenders of domestic violence laws through the use of GPS. Once an offender has met pre-approved criteria, he/she will be fitted for a bracelet that will communicate through GPS and be monitored 24 hrs a day for violations.</p> <p>In addition to the monitoring of offenders through GPS, the investigator will be responsible for attaining contact numbers for victims of domestic violence and their families in order to cross reference them to the recorded phone calls from the Chatham County Jail. If phone recordings indicate that a victim or potential witness has been or is being intimidated in any way pertaining to the case, this will initiate an immediate response from the investigator to charge the offender accordingly with NC General Statutes and to promptly notify the victim.</p> <p>It will also be the responsibility of the investigator to be aware of all existing Domestic Violence Protective Orders in the county and to regularly attend civil court where hearings for these orders occur. The investigator will also work all assigned domestic violence cases.</p>
<p>What needs/issues/problems does the grant address?</p>	<p>This project will address the problem of victims of domestic violence being intimidated and revictimized during the period of pre-trial release</p>
<p>What are the measurable goals and objectives? <i>(For help with goals and objectives, see the reference on the grant website.)</i></p>	<p>Project Goal: To improve victim safety and law enforcement response to domestic violence through enhanced investigation, monitoring of jail phone calls and electronic monitoring of offenders on pretrial release.</p> <p>Objective1: By June 30, 2015 we will increase the number of witness intimidation charges filed with the district attorney's office in domestic violence cases to 20 over a baseline of 1 in 2012.</p> <p>Objective 2: By June 30, 2015, we will decrease the number of domestic violence cases dropped due to lack of victim participation by 5%.</p> <p>Objective 3: By June 30 2015, we increase charges for violation of a domestic violence protection order by 10% over baseline</p>
<p>If the grant will fund a new position, what are the responsibilities of the position? Who will supervise the new position?</p>	<p>This is an existing position that is currently funded through a grant that will be expiring</p>
<p>What are the major outcomes and benefits to the county that the grant will provide?</p>	<p>To improve victim safety and law enforcement response to domestic violence victims.</p>

If this is a multi-year grant, does continuation of the grant in the second year depend on meeting measurable outcomes in the first?	No

4. Budget and Funding

ITEM	GRANT FUNDS YEAR 1	COUNTY/OTHER FUNDS YEAR 1	GRANT FUNDS YEAR 2	COUNTY/OTHER FUNDS YEAR 2	EXPLANATION
Salary & Benefits (use Benefit calculator)	\$87,905.72		\$91,238.15		Salary and Benefits
Grant financial oversight & reporting					
Personnel oversight					
Contracted services (program service provider, publication writing/design, speakers, consultants)	\$6000.00		\$6000.00		FVRC
Office supplies & equipment (photocopies, computers, printers, supplies)	\$3777.75		\$3777.75		GPS Units
Travel & Training (mileage reimbursement, rental/fleet car usage, meals, hotel, airfare, registration fees, parking)	\$1100.00		\$1100.00		Travel and Registration Fees
Meetings and workshops (meeting space or rental fees, group meals or refreshments, handouts/notebooks, audio visual rental)					
Publications – professional printing fees.					
Communication (postage, telephone, internet access, advertising)					
Office space (space, utilities, furnishing)					
Dues & Subscriptions					
Capital Outlay (vehicles, large equipment)					
Miscellaneous (insurance, safety, other)					
TOTAL COST	\$98,783.47		\$102,115.90		

