

FY 18 Budget Amendment Request Form

Date: 12/14/17

Department: Sheriff's Office

Contact person: Captain Roger Harris II

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Explanation of need for budget amendment: The Virginia Department of Health (VDH)'s Child Safety Seat Check Station Coordinator Program focuses on promoting proper safety seat restraint use for children until they transition to the vehicle safety belt, increasing risk perception and correct usage of child restraints among parents and caregivers through outreach and education, providing proper installation education, and addressing the barriers that prohibit access to safety devices. VDH has requested that the Spotsylvania County Sheriff's Office be a Regional Coordinator for their Northern Virginia Safety Seat Check Station Coordinator Program. The assigned coverage area includes Frederick County, Clarke County, Warren County, Loudoun County, Fairfax County, Prince William County, Fauquier County, Rappahannock County, Madison County, Orange County, Stafford County, Spotsylvania County, Culpeper County and the embedded cities and townships. Check Stations are locations where citizens can go to have their child safety seats inspected and receive child passenger safety information. Additionally, the Coordinator will conduct certification and re-certification for Child Passenger Safety Technicians.

The grant award is \$17,000 a year, with the option for an additional four (4) annual renewals. Year One is proposed to be from award acceptance until September 30, 2018. The Sheriff's proposed budget for the first year of this program includes \$15,590 in equipment expenses that will be necessary to conduct these safety checks to include a 6'x14' enclosed trailer, a vehicle topper with accompanying materials, assorted child safety seats for the safety seat check certification courses, child passenger safety certification training dolls, stands for highways signs, 48"x48" fold-up highway directional signs, and folding chairs to provide seating at certification courses and check stations. An additional \$1,410 is budgeted for travel expenses related to the Lifesavers National Highway Safety Priorities Conference, the largest gathering of highway safety professionals in the United States. All grant funded travel must adhere to the Commonwealth of Virginia's Travel Policy.

There is no local match requirement and no on-going costs associated with this grant award.

Reminder: Agenda item summary must be attached if BOS approval is required.

Expenditure accounts affected:

110-3160-421.55-10 SH18CS	\$308	Travel/Airfare & Mileage
110-3160-421.55-30 SH18CS	\$752	Travel/Subsistence & Lodging
110-3160-421.55-40 SH18CS	\$350	Travel/Education & Training
110-3160-421.80-01 SH18CS	\$7,510	Capital Items/Enclosed Trailer, Vehicle Topper
110-3160-421.60-10 SH18CS	\$8,080	Police Operating Supplies/Child Safety Seats, CPS

Dolls, Stands, signs, and folding chairs

Revenue accounts affected:

110-0000-333.01-08

\$17,000 Public Safety / Federal Grant Revenue

Note: If amendment is between expenditure accounts only, net impact must be zero.

Recommendations**Budget:** ☒ recommended ☐ not-recommended**Explanation if not recommended:**

County Admin: ☒ recommended ☐ not-recommended**Explanation if not recommended:**

Finance Committee: ☒ recommended ☐ not-recommended**Explanation if not recommended:**
