

DRAFT

FY19 Budget Amendment Request Form

Date: May 31, 2019

Department: Sheriff's Office

Contact person: Capitan Charles Carey

Phone #: 540-507-7164

Explanation of need for budget amendment: The Office of the Attorney General (OAG) has subawarded Spotsylvania County Sheriff's Office \$5,000 in federal asset forfeiture funds - \$1,000 to be budgeted in FY 2019 and \$4,000 to be budgeted in FY 2020 - to support a replication of Virginia Rules Summer Camp. The Sheriff's Office will utilize these funds to sponsor, organize and present a Virginia Rules Camp the week of July 8-12, 2019 within Spotsylvania County. The purpose of the camp is to provide camp participants a basic understanding of the state statutes that govern socially acceptable behavior in the home, in school, and in the community. In addition to learning the Virginia Rules curriculum, young people will enjoy traditional camp activities with law enforcement officers as mentors, to help them build pro-social skills. Camp planning and coordination is occurring between the Sheriff's Office and Spotsylvania County Department of Parks and Recreation. Camp will be open to fifty rising sixth through rising eighth graders who are residents of Spotsylvania County. Camp will be free of charge and will be offered on a first-come, first-served basis. As part of the camp curriculum, the Sheriff's Office will be required to teach at least three Virginia Rules modules during the course of the camp. Breakfast, lunch, afternoon snacks, and beverages will all be provided for the students and will be donated or acquired through donated gift cards. Transportation for participants to and from activity locations will be provided via rented passenger vans. Activities will include learning about the judicial system, a tour of a regional hospital, a movie and/or bowling, a trip to the National Museum of the Marine Corps, volunteering for half a day, a trip to Fun Land, and a visit to the Loreilla Pool. The Sheriff's Office will be responsible for obtaining liability insurance for all camp staff and volunteers. In addition, the Sheriff's Office is responsible for ensuring that any personnel or volunteers participating in the Virginia Rules Camp undergoes a criminal background check as well as conducting background checks on any subcontractor personnel. Camp organizers are working with local partners and businesses to negotiate prices, organize donation of time and services, and arrange for donations of in-kind food, beverages and gift cards in support of this Virginia Rules Summer Camp. There is no local match requirement; however, the Sheriff's Office will provide in kind services through the use of staff time in hosting and administering this program. There is no requirement to continue funding the program after the award expires on September 30, 2019.

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

Revenue Accounts Adjusted		Amount	
Acct #	110-0000-333.01-08 FSFSSC Federal Grant Funds	\$	1,000
	Total Revenue Adjustment	\$	1,000

Expenditure Accounts Adjusted		Amount	
Acct #	110-3160-421-60-10 FSFSSC Police Operating Supplies/Camp t-shirts, water bottles, backpacks	\$	1,000
	Total Expenditure Adjustment	\$	1,000

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

Position FTE Change

Board of Supervisors Agenda, June 11, 2019, Budget Adjustment and Appropriation for the 2019 Office of the Attorney General Virginia Rules Summer Camp Grant Award

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Position Title	Existing FTE	Adjusted FTE

Transfer requests must be signed by the requestor(s). In the case of transfers between departments or capital projects, the transfer request must be signed by the director of each affected department, or by the project manager of each affected capital project. A typed signature will be accepted.

Name, Department

Name, Department

Recommendations

Budget: __X__ recommended _____ not-recommended

Explanation if not recommended:

County Admin: __X__ recommended _____ not-recommended

Explanation if not recommended:

Finance Committee: ____ recommended ____ not-recommended

Explanation if not recommended:
