

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

---

Date: August 29, 2019

CAO File No. 0130-01862-0026

Council File No. 19-0162

Council District: All

To: The Mayor  
The Council

From: Richard H. Llewellyn, Jr., City Administrative Officer



Reference: Transmittal from the Mayor dated June 4, 2019; referred for report August 20, 2019

Subject: **FISCAL YEAR 2018 DOMESTIC VIOLENCE ASSISTANCE (DH) PROGRAM  
GRANT – RESERVE FUND LOAN**

---

### RECOMMENDATIONS

That the City Council:

1. Approve a Reserve Fund advance in the amount of \$50,000 and authorize the Controller to transfer said amount from the Reserve Fund to the Unappropriated Balance Fund No. 100, Department No. 58 and appropriate therefrom to the Fiscal Year 2018 Domestic Violence Assistance Program Grant Fund No. 62G, Department No. 46, Account No. 46R304, with the Reserve Fund advance to be reimbursed upon receipt of grant funds from the California Governor's Office of Emergency Services;
2. Authorize the Mayor, or his designee, to:
  - a. Submit grant reimbursement request invoices to the grantor on a monthly basis to ensure timely repayment of the Reserve Fund advance; and,
  - b. Prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

### SUMMARY

The Mayor's Office of Public Safety (Mayor's Office) requests approval of a Reserve Fund advance in the amount of \$50,000 in order to facilitate cash flow and immediate disbursement of funds related to the Fiscal Year 2018 (FY18) Domestic Violence Assistance (DH) Program Grant. The Council authorized the Mayor's Office to accept the FY18 DH Program Grant in the amount of \$500,000 on April 5, 2019. The FY18 DH Program Grant has a grant performance period of January 1, 2019 through December 31, 2020 and there is a 10-percent matching requirement, which will be met through existing Los Angeles Police Department personnel salaries.

The FY18 DH Program Grant is administered by the California Governor's Office of Emergency Services (Cal OES) and provides funding for programmatic needs of agencies to address issues of sexual assault, domestic violence, dating violence, and stalking. Funding for the FY18 DH Program Grant is provided by Cal OES on a reimbursement basis only and the Reserve Fund advance will allow the Mayor's Office to immediately disburse funds to subcontractors for FY18 DH Program Grant activities and services. Due to the fact that the grant funding is provided on a reimbursement basis only, the Mayor's Office will request a Reserve Fund advance at the start of each calendar year through the grant performance period deadline of December 31, 2020. The Mayor's Office will submit grant reimbursement invoices to Cal OES on a monthly basis to ensure timely repayment of the Reserve Fund advance.

### **FISCAL IMPACT STATEMENT**

There is no additional impact to the General Fund. The proposed Reserve Fund advance in the amount of \$50,000 will help resolve a cash flow issue and will be fully repaid by the Mayor's Office upon reimbursement of the Fiscal Year 2018 Domestic Violence Assistance Program Grant from Cal OES. These actions are in compliance with the City's Financial Policies in that grant funds are sufficient to support the grant activities.

*RHL:BYO:04200031*