



ERIC GARCETTI  
MAYOR

June 4, 2019

Honorable Members of the City Council  
c/o City Clerk  
Los Angeles City Hall  
Los Angeles, CA 90012

Re: FY 2018 Domestic Violence Assistance Program Grant Reserve Fund Loan  
(Council File No. 19-0162)

Dear Honorable Members:

Transmitted herewith for City Council consideration is a request for a reserve fund loan related to the California Governor's Office of Emergency Services (Cal OES) Victim Services and Public Safety Branch grant for the Fiscal Year 2018 Domestic Violence Assistance (FY18 DH) program. On April 5, 2019, the City Council accepted the FY18 DH award in the amount of \$500,000 for the performance period of January 1, 2019 through December 31, 2020.

### **Reserve Fund Loan**

The FY18 DH program is administered by Cal OES on a reimbursement basis only, and requests for reimbursement are accepted by Cal OES on a monthly basis. The Mayor's Office requests a reserve fund loan in the amount of \$50,000 to facilitate cash flow and immediate disbursement of funds related to the FY18 DH program for activities and services conducted by subcontractors. Thereafter, the Mayor's Office will request a reserve fund loan at the start of each calendar year through the grant performance period deadline of December 2020.

## Recommendations

It is therefore requested 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 100, Department 58 and appropriate therefrom to the DH Grant Fund 62G, Department 46, Account 46R304, with the Reserve Fund advance to be reimbursed upon receipt of grant funds from the California Governor's Office of Emergency Services (Cal OES);
2. Request that the Mayor, or designee, to submit grant reimbursement invoices to the grantor on a monthly basis to ensure timely repayment of the Reserve Fund advance; and
3. Authorize the Mayor, or designee, to prepare Controller instructions and/or make technical adjustments that may be required to implement the actions approved by the Mayor and Council on this matter, subject to the approval of the City Administrative officer and authorize the Controller to implement the instructions.

Sincerely,

A handwritten signature in blue ink, appearing to read "E. G." followed by a stylized flourish.

ERIC GARCETTI  
Mayor

EG:gvj