

Grant Title/Project Name:	Sheriff's Office Victim Assistance Unit
Department:	Sheriff's Office
Requestor:	Dana Foster
Contact Email:	dfoster@wilco.org
Contact Phone Number:	512-943-1168
Start Date:	10/1/2019
End Date:	9/30/2020
Please select request category:	Supplies, laptops, software, printers, and training costs associated with the Sheriff's Office Victim Assistance Unit
Describe the request category in detail to include all requirements.	This grant will provide furniture and miscellaneous items for the victim/family room, training, laptops, supplies, and desktop scanner/printers.
Select the type of grant your department is applying for:	Federal Pass-thru
What is the amount of the grant?	\$41,500.00
Please provide a breakdown of the total cost above.	\$2,140 for car supplies, including car seats, organizers, and Go-Bag supplies. \$14,079 for laptops (including air cards, docks and carriers), desktop scanner/printers (including ink refills), computer software purchase and training, document organizers for volunteers and label makers. \$1,600 for victim/family room items, including craft supplies, furniture, shelving, video games, white-noise machine (for privacy). \$14,736 for expenses related to team members to attend 6 conferences/trainings specializing in victim assistance. \$555 for the units membership with 3 industry-related organizations that provide online training and victim assistance resources. The remainder of the grant will be our in-kind match of approximately \$8,300, provided by volunteer's hours of service and training.
Is there a match requirement?	Yes
If yes, describe the type and source of match.	There is a 20% match requirement, totaling approximately \$8,317.75 The entire match will be met in-kind through volunteer's hours of service and training. No cash match will be required.
Does the grant cover the cost of the request 100%?	Yes
If not, how much is left unpaid?	
What is the plan to obtain grants/funds for the remaining amount?	
List other similar assets in the County and/or region and if they are available for use?	
How is this asset request different from any similar assets currently in the County and/or region?	
What types of events/purpose would this asset be used for that cannot be accomplished with a	

current County asset?	
How often do these events occur?	
Identify the number of personnel required to operate this asset and/or be available for the function where it is to be used? How much time is required of those personnel? What is the cost of the personnel?	
Where will the asset be stored?	
What is the useful life of the asset?	
Will a replacement be requested from general funds when useful life has been exhausted?	
Will other agencies be billed for the use of this asset (e.g. vendors paid, employee worked hours and paid, inventory costs etc.)?	
Does this asset require insurance coverage?	
If yes, what is the estimate of asset insurance coverage?	
Will this asset require on-going maintenance? Please describe the maintenance required along with an estimate for these costs.	
How will this asset be funded when the grant ends?	
What is the impact if the grant is not received?	
New Personnel position is:	
Where will this position office?	
Who will this position report to?	
What tasks will this position perform? Include the five primary functions and the percentage of time spent to be spent on each function.	
Will this position take over tasks from current County employee?	
If yes, please explain the impact to current employee.	
How will this position be funded when the grant ends?	
Does this position or a similar position currently exist within the department?	
If "yes" how many of these similar positions exist	
Describe any alternatives considered to achieve desired outcome in lieu of a position (i.e. equipment, software, technology or change in business practice).	
Describe how workload will be accomplished/re-allocated should grant not be approved.	
List other similar items in the County and/or region and if they available for use?	NA
How is this item request different from any similar assets currently in the County and/or region?	NA
What types of events/purpose would this item be used for that cannot be accomplished with a	<b>Items</b> requested in this grant range from expendable supplies to industry-

current County asset?	related software not currently owned by the county.
Identify the number of personnel required to operate this item and/or be available for the function where it is to be used?	NA
Please explain how this item will create the need for more or less personnel (or mark n/a for no change)?	NA
Where will the item be stored?	All items will be stored in the Victim Assistance offices and vehicles.
What is the useful life of the item?	The lifetime of the electronic equipment is approximately four years. The software is cloud-based and can be updated, as needed. Other items requested are expendable with lifetimes ranging from one-time use to three years.
Will other agencies be billed for the use of this item (e.g. vendors paid, employee worked hours and paid, inventory costs etc.)?	
Does this item require insurance coverage?	No
Will this item require any form of licensing?	No
Will this item require on-going maintenance? Please describe the maintenance required along with an estimate for these costs?	No on-going maintenance is required.
How will this item be funded when the grant ends?	Continued funding for this program will be pursued through grants. If grant funding is unavailable, requests will be made through the normal budget process.
What is the overall budgetary impact? (i.e. revenue generation, expense reduction, etc.)	The only budgetary impact will be the additional cost requirement for support fees related to the software, if grant funds are not awarded. This is currently a \$600.00 annual fee and includes support and software updates. The software is not license base and can be used by an unlimited number of employees.
Please identify any additional equipment needed/required (now or in the future) should the grant/asset is awarded.	NA
What is the cost and frequency to maintain/update the additional equipment?	NA
What is the impact of this grant application on other internal/county departments?	Required reporting and tracking of finances traditionally needed for grants.
If yes, what is the estimate of that license fee?	
If yes, what is the estimate of insurance coverage?	
Will a replacement be requested from general funds when useful life has been exhausted? (OR)	No
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Modified By

Dana Foster