

SUBJECT: AMENDING FY99 BUDGET

REQUESTED BY: Finance

PREPARED BY: Finance Department

DATE: May 3, 1999

FOR AGENDA OF: May, 10, 1999

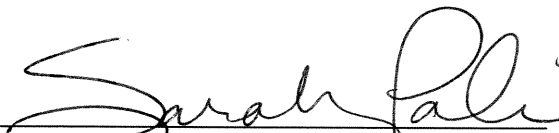
SUMMARY:

These funds come from a grant revision that increases the budget. There is no additional expense to the City of Wasilla.

FISCAL IMPACT: No Yes, amount requested: \$23,500 Fund: Youth Court.

RECOMMENDED ACTION: Submit to Council.

MAYOR REVIEW/COMMENT:



Reviewed by: SARAH PALIN, Mayor

Attachments: St of AK Dept. of Health & Social Services Grant.

STATE OF ALASKA

DEPT. of HEALTH and SOCIAL SERVICES

DIVISION of Family and Youth Services

TONY KNOWLES, GOVERNOR

P.O. BOX 110630
JUNEAU, AK 99811-0630
PHONE: (907) 465-2212 FAX: 465-2333

April 21, 1999

Hon. Sarah Palin
Mayor, City of Wasilla
Mat Su Youth Court
1801 Parks Highway, Suite C-06
Wasilla, AK 99654


Dear Ms. Palin:

A "Notification of Grant Award and Agreement" (NGA) for your agency's recent FY 99 Juvenile Accountability grant accompanies this letter along with a Certification regarding Lobbying, Debarment, and Drug Free Workplace and a Request for Advance. Please review the NGA for any special conditions that may be a part of this grant. Please sign the NGA, the Certification regarding Lobbying, Debarment, and Drug Free Workplace, and the Request for Advance and return them to me as soon as possible.

Within a few weeks, you will be receiving a packet of instructions and administrative materials that include payment requests and reporting forms. Due to the short time frame for this grant, you will be receiving 50% of the grant award for your initial payment. The remainder of the grant funds will be released upon receipt of your year-end fiscal, narrative and statistical reports. Due to the short grant period, you will only be asked to submit one quarterly/year-end report. Additional details will be provided to you under separate cover.

If you have any questions, feel free to contact me at 465-2112.

Sincerely,


Patty Ware
Juvenile Probation Officer IV

Enclosures

STATE OF ALASKA
 Department of Health and Social Services
 Division of Family and Youth Services
NOTIFICATION OF GRANT AWARD

Program: Mat Su Youth Court	Grant Number: 06-9755
Approved Budget Period for FY-99; Start: April 1, 1999 - End: June 30, 1999	
Type of Grant or Action:	
New or Renewal: <input checked="" type="checkbox"/>	Revision of earlier Grant <input type="checkbox"/>
Name and Address of Project: City of Wasilla/ Mat Su Youth Court 1801 Parks Hwy., Suite C-08 Wassilla, Alaska 99654	Name and Address of Grantee: Mat Su Youth Court 1801 Parks Hwy., Suite C-06 Wassilla, Alaska 99654
Phone #: (907) 373-5193	Fax #: (907) 373-5393

Approved Budget

Cost Category	State Grant Award*	Required State Match			Total Project Costs
		Cash	In-Kind	Other	
Personal Services	18500		34090	95002	147592
Travel		500			500
Facility Expense		3804	35724		39328
Supplies		9007		3380	12387
Equipment	5000	500			5500
Other Direct Exp		1900			1900
Total Direct	23500	15511	69814	98382	207207
Indirect Expense 5% of base					0
Total Costs	23500	15511	69814	98382	207207

AWARD 06-9755	DATE 4/1/99	AMOUNT \$ 23,500.00	SOURCE: OJJD- JAIBG
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State Funds*	\$	23,500			
Total Cash Match	\$	15,511			
In Kind	\$	69,814			
<u>Other</u>	<u>\$</u>	<u>98,382</u>			
Total	\$	207,207			

NOTIFICATION OF GRANT AWARD AND AGREEMENT

This is a grant agreement between the Alaska Department of Health and Social Services (herein the Grantor) and Mat Su Youth Court # 06-9755 (herein the Grantee). The type of grant is: OJJDP Juvenile Accountability Grant. The parties agree as follows:

1. The Grantee and the Grantor will comply with applicable laws, 7 AAC 78, and other applicable regulations and policies, applicable provisions of the Request for Proposals, provisions of the Grantee's proposal, and the terms and conditions contained in this notification and agreement.
2. Subject to the availability of funds and spending authority for the funds, \$23500 will be the total amount of this grant for the project indicated elsewhere in this agreement. The grantor will make the first advance payment in an amount equal to 25% of the total grant award to the grantee within 15 days after the signed NGA is returned to the grantor. The grantor will make subsequent quarterly advance payments based on the rate of expenditure by the grantee, or 25% of the total award, whichever is less.
3. The grantee's entitlement to funds under this grant occurs only when expenses are incurred. Mere receipt of funds from the Grantor does not constitute earning of the funds.
4. Unless otherwise allocated in the approved grant project budget, the Grantee shall expend grant funds on a prorated basis with other sources of funds according to their percentage of the total approved grant project budget (excluding any Grantee contribution that is specifically excluded from this requirement under the conditions of the grant award.)
5. The Grantee is required to provide a 10% cash contribution of the overall program costs to match the amount granted by the grantor.
6. The Grantee shall submit any proposed changes to the approved grant budget in writing, and, if approved by the grantor, will be incorporated into this agreement, effective the date of approval by the grantor. Any year-end budget revision request must be submitted by June 15 of the grant year.
7. All grant revenues and expenditures shall be monitored and reported by the Grantee to the Grantor as prescribed in 7 AAC 78.210. Any unspent funds must be returned to the Grantor.

8. Funds awarded in this grant may be withheld or the grant terminated by written notice from the Grantor to the Grantee at any time for violation by the Grantee of any terms and conditions of this grant award. Further, when such action is deemed by the Grantor to be in the best interests of the State, this grant may be reduced or terminated by written notice. As the grant year progresses, if, for any reason, the services to be performed under the grant are not being performed as expected, the Grantor has the right to reduce the scope of the grant or make reasonable changes to the grant terms on reasonable notice. 5% of the balance the grant will be withheld from the 4th quarter payment. These monies will be released upon receipt of all year-end fiscal, statistical and narrative reports, and a year-end property inventory.
9. The grantee's audited financial statements shall be presented separately for the State fiscal year of this grant by the cost categories in which the funds are allocated in this notification of grant award, or by Grantor approved amendment thereto:
 - a. The final amount awarded by cost category and the total amount for this grant.
 - b. The actual grant revenues by cost category and the total amount thereof for this grant.
 - c. The actual grant expenditures by cost category and the total thereof for this grant.
 - d. The variance between the final amount awarded and actual revenues by cost category; and the totals thereof for this grant;
 - e. Disallowed or questioned costs by cost category and the total thereof for this grant;
 - f. Any outstanding liability to the State, showing separately any unspent funds or disallowed expenditures pertaining to this grant and to any other grant or contract from the Grantor.
10. A controlled Property Inventory will be provided to the Grantor identifying property purchased with these or previous grant monies.
11. The grantee agrees to submit quarterly reports within 16 days following the close of each quarter. The quarterly report must include a quarterly financial report with a report of its receipts, and of its expenditures by cost category for the preceding quarter and cumulatively by cost category. The quarterly report must also include a narrative report regarding the grant program for the quarter. The grantee will also submit a year-end financial report. Year-end reports are due by August 15. The grantee agrees to satisfy all reasonable requests for information concerning its programs and operations.
12. Special Conditions:
13. Total Project cost may include federal funds appropriated by state legislature. If you receive \$25,000.00 or more of total federal financial assistance in your fiscal year, you may be required to comply with the federal single audit act.

X _____ 4.22.99
 Signature of Authorized Grantee Representative Date

 Signature of DHSS Division Director Date