

KITTITAS COUNTY
(YOUR DEPARTMENT)

AGENDA STAFF REPORT

AGENDA DATE: 4-19-2011

ACTION REQUESTED: Approval for the renewal of the existing grant from the Department of Commerce

BACKGROUND: This is a renewal of the existing grant our office has had for the last five years.

INTERACTION: Standard Grant Renewal- no interaction necessary

RECOMMENDATION: Please approve

HANDLING: Please forward to the Auditor and Treasurer's office after completion.

ATTACHMENTS: Application for Funding and Grant & Contract Agreement

LEAD STAFF: Robin Raap

**Kittitas County
Review Form
Grants & Contract Agreement**



Today's Date 4-12-2011	Agenda Date 4-19-2011
Fund/Department Prosecutor	

Contract/Grant Information

Contract /Grant Agency Department of Commerce- Victim Witness Assistance	
Period Begin Date 7-1-2011	Period End Date- 6-30-2012
Total Grant/Contract Amount \$32,686.00	
Grant/Contract Number S11-31102-517	
Contract/Grant Summary	
<p>This grant covers the wages and benefits for the Restitution Specialist position. This grant can only be used for Victim Services within the Prosecuting Attorney's office. This position tracks and collects payments that have been ordered by the Court for Restitution to victims and establishes a payment plan when defendant has not been making payments.</p>	

Financial Information

Total Amount \$ 32,686.00	State Funds \$ 32,686.00	Federal Funds \$
Percentage County Funds	Matching Funds \$ 0	CFDA#
	In-Kind \$ <small>Explain</small>	
Is Equipment being purchased? no	Who owns equipment?	
New Personnel being hired? no	Contact HR hiring – reporting requirements	
Future impacts or liability to Kittitas County:		

Budget Information

Budget Amendment Needed?	Yes <input type="checkbox"/> attach budget form	No <input checked="" type="checkbox"/> Why not
New Division Created? no		
Revenue Code 001291133404200		

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Pass Through Information

Agency to Pass Through	n/a
Amount to Pass Through	\$
Sub-Contract Approved	Date:

Prosecutor Review

Has the Prosecutor reviewed this agreement?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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County Departments Impacted

x	Auditor		Facilities Maintenance
	Information Services		Human Resource
x	Prosecutor	x	Treasurer

Submitted

Signature:	Date:
Department:	

Assignment of Tracking Information

Auditor's Office	
Human Resource	
Prosecutor's Office	
Who Signed the grant application	

Reviewer	Date
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