



San Antonio Police Department
Interoffice Correspondence



December 17, 2018

TO: William P. McManus, Chief of Police *WPM*
THRU: Robert Blanton, Deputy Chief *RAB*
Chief of Staff
THRU: Karen Falks, Captain *KM Falks*
Community Engagement and Technology Commander
THRU: Robert Saenz, Lieutenant *R. Saenz*
Special Projects Unit Director
THRU: Christopher Lutton, Sergeant *CL #315A*
Bureau Liaison
THRU: Robert Looney, Sr. Management Analyst *RL*
FROM: Rachel Saldívar, Grants Management Officer *RS*
Grants Administration Office
SUBJECT: Request For Council Action - Application for Compressive STEP Grant

Please see the attached Special Category Grant Opportunity Submission Authorization Request for STEP FY 20.

The San Antonio Police Department is seeking grant funds not to exceed the amount of \$1,000,000.00 from the Texas Department of Transportation (TxDOT) for the Comprehensive Selective Traffic Enforcement Program (STEP) for the grant period October 1, 2019 through September 30, 2020. Due to the Holiday schedules and that the solicitation date of the STEP FY 20 grant, November 13, 2018, there is not enough time to get City Council approval to apply and accept. Therefore, we have to use the Special Category Grant Opportunity Submission Authorization Request process in order to apply for funding on or before January 10, 2019.

Once the application has approved by TxDOT, we will then submit an RFCA to accept the funding if awarded. If you any questions, please contact either myself or Brent Smith @ 207-7381.

Contact for this action is Rachel Saldívar, Grants Management Officer, x7342.

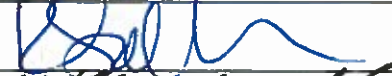




Attachments:
Special Category Grant Submission Authorization Request
Budget

**CITY OF SAN ANTONIO
Special Category Grant Opportunity**

SUBMISSION AUTHORIZATION REQUEST

Instructions:

Submit this completed form to the Intergovernmental Relations Department. Only grant proposals with a solicitation timeline of 30 days or less may be submitted for authorization via this track.

Grant Title:	Selective Traffic Enforcement Program (STEP) – Comprehensive Grant	
Grantor: <i>(Agency name)</i>	Texas Department of Transportation (TxDOT)	
Grant Category: <i>(New; renewal; re-award; funding; increase; other [explain])</i>	New	
Solicitation Date:	November 13, 2018	
Due Date:	January 10, 2019	
Grantee: <i>(Department submitting)</i>	San Antonio Police Department	
Project Manager/Grant Writer:	Brent Smith	
Funding Amount:	\$991,000.00	
Match Requirement: <i>(cash/in-kind)</i>	Cash Match - \$265,000.00 In-Kind Match - \$94,500.00	
Partnerships:	None	
Ordinance Date/Number : <i>(Previously approved grants)</i>	N/A	
Grant Summary:		
Authorizing to apply for the Texas Department of Transportation (TxDOT) Comprehensive Selective Traffic Enforcement Program (STEP) Grant, for the period of October 1, 2019 through September 30, 2020. Due to the Holiday schedules and that the solicitation date of the STEP FY 20 grant, November 13, 2018, there is not enough time to get City Council approval to apply and accept The STEP grant will enhance the San Antonio Police Department's (SAPD) efforts to combat incidences of DWI, speeding, occupant protection, distracted driving and intersection related violations. Activity will be conducted with existing personnel assigned to the program on both regular time and overtime basis. This grant program budget will total \$1,350,500.00 that includes grant funds of \$991,000.00, a cash match not to exceed \$265,000.00 and an in-kind match not to exceed \$94,500.00.		
<ul style="list-style-type: none"> • <u> X </u> (check to acknowledge provision) 	PROVISION: Submission of this grant does not obligate the City of San Antonio to accept funds if awarded. The City Manager's Office will make a final determination regarding the availability of cash match requirements.	
Submitted By:		Date: 12/17/2018
Department Head Authorization:		Date: 12/18/18
IGR Authorization:		Date: 1/7/19
OMB Authorization (Budget Analyst):		Date: 1/9/19
Management Team Member Authorization:		Date: 1/10/19

Texas Department of Transportation
Comprehensive STEP Grant
Grant Period: 10/01/2019 to 09/30/2020
Internal Order 117000000xxx
Grant Contract # 2020-SanAntPD-xxxxxx
Fund # xxxxx, CFDA # 20.601
Ordinance # XXXX

<u>ESTIMATED REVENUES</u>	GL No.	Grant	Match	In-Kind	BUDGET
Federal Grant - Oper	4501100	\$ 991,000			\$ 991,000
General Fund Cash Match	6101100		\$ 265,000		\$ 265,000
In-Kind Contributions	6500000			\$ 94,500	\$ 94,500
Total Revenues		\$ 991,000	\$ 265,000	\$ 94,500	\$ 1,350,500

<u>ESTIMATED EXPENDITURES</u>					
Overtime Salaries	5101020	\$ 976,836	\$ 236,540		\$ 1,213,376
FICA & Medicare Expenses	5103005	\$ 14,164			\$ 14,164
M&R - Commerical	5204020		\$ 60		\$ 60
Maint & Repair - Auto	5204090		\$ 3,500		\$ 3,500
Travel Official	5207010		\$ 2,270		\$ 2,270
M&R Parts Automotive	5301020		\$ 2,500		\$ 2,500
Advertising	5203040		\$ 11,425		\$ 11,425
Office Supplies	5302010		\$ 500		\$ 500
Clothing/Linen Supplies	5304005		\$ 1,800		\$ 1,800
Tools & Apparatus	5304050		\$ 4,755		\$ 4,755
Material M&E	5301030		\$ 150		\$ 150
Motor Fuel & Lubricant	5403545		\$ 1,500		\$ 1,500
In Kind Maint & Repair Auto	6604090			\$ 44,103	\$ 44,103
In Kind Maint & Repair Parts Auto	6701020			\$ 12,597	\$ 12,597
In Kind Motor Fuel & Lubricants	6803545			\$ 37,800	\$ 37,800
Total Expenditures		\$ 991,000	\$ 265,000	\$ 94,500	\$ 1,350,500