

FILED
5-24-2021
CITY CLERK

APPROPRIATION NO. 5, 2021

AN ORDINANCE TO APPROPRIATE AN ADDITIONAL SUM OF MONEY FOR EXPENSES INCURRED DURING THE YEAR 2021.

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now, therefore:

BE IT ORDAINED by the Common Council of the City of Terre Haute, Vigo County, Indiana, that for the expenses of said municipal corporation the following additional sum of money is hereby appropriated and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same:

		<u>AMOUNT REQUESTED</u>	<u>AMOUNT APPROPRIATED</u>
FROM:	Federal JAG Grant #0306-0000	\$54,690.20	\$54,690.20
TO:	THPD Continuing Education #0233-0025	\$ 3,999.20	\$ 3,999.20
TO:	THPD Continuing Education #0233-0025	\$38,364.00	\$38,364.00
TO:	Police PS/LIT #0751-0017-04-444010	\$12,327.00	\$12,327.00
	TOTAL	\$54,690.20	\$54,690.20

Introduced by: Cheryl Loudermilk Cheryl Loudermilk, Councilperson

Passed in open Council this 8th day of July, 2021.

O. Earl Elliott O. Earl Elliott, President

ATTEST: Michelle L. Edwards Michelle L. Edwards, City Clerk

Presented by me to the Mayor this 8th day of July, 2021.

Michelle L. Edwards Michelle L. Edwards, City Clerk

Approved by me, the Mayor, this 8th day of July, 2021.

Duke A. Bennett Duke A. Bennett, Mayor

ATTEST: Michelle L. Edwards Michelle L. Edwards, City Clerk

REQUEST FOR ADDITIONAL APPROPRIATION
 (For Approval by Mayor, Controller, and City Council)

This form is to be used when a department needs additional monies for a depleted line item or account. This form is also used for appropriations required by certain N/R accounts.

If a Department has sufficient monies in other line items to cover the funds needed in the depleted line item, a transfer of those monies should be made rather than an appropriation of new money.

DEPARTMENT or FUND: Federal IAG Grant DATE: 05/13/2021

FUND FROM WHICH APPROPRIATION IS TO BE MADE: 0306-0000

	<u>DEPT or FUND</u>	<u>Account #</u>	<u>Account Name:</u>	<u>Amount:</u>
TO:	THPD Continuing Education	0233-0025	THPD Continuing Education	\$3999.20
TO:	THPD Continuing Education	0233-0025	THPD Continuing Education	\$38,364.00
TO:	Police PS/LIT	0751-0017-04-444010	Purchase of Equipment	\$12,327.00
TO:				
Total Amount to be Appropriated:				<u>\$54,690.20</u>

Department Head Approval: [Signature] Date: 5/14/2021
 (Forward to Mayor) Signature

Mayoral Approval: [Signature] Date: 5-17-21
 (Forward to Controller) Signature

Controller Approval: [Signature] Date: 5/17/21
 (Forward to Legal) Signature

Received by Legal: _____ Date _____
 _____ Appropriation # 5

DEPARTMENT HEAD: Please attach a memorandum briefly detailing the need for this appropriation. Such information should include the specific services or products you intend to purchase.

TERRE HAUTE

A LEVEL ABOVE

To: Duke Bennet, Mayor
Leslie Ellis, Controller
Legal Department
Terre Haute City Council

From: Shawn Keen, Chief of Police
Lt. Steve Lockard, Grant Coordinator

Re: Request for Appropriation of Funds

Date: May 13, 2021

CITY OF
TERRE HAUTE
POLICE
DEPARTMENT

1211 Wabash Avenue
Terre Haute, IN 47807

Phone: 812.238.1661
Fax: 812.232.9002

www.terrehaute.IN.gov

DUKE A. BENNETT
Mayor

SHAWN KEEN
Chief of Police

MARC ELDRED
Assistant Chief / Operations

MATTHEW CARDEN
Assistant Chief / Investigations

The Police Department is requesting an appropriation of funds received as reimbursements for expenses incurred in several federal and state funded grant projects. Appropriations are requested to the originating expenditure funds/lines, as prescribed by each respective grant award guidelines, as follows:

Indiana Department of Homeland Security Foundation Grant

Trauma Response Kits Award IHSFG-2021-FY20

-Reimbursement for purchase of Trauma Response Kits

\$3,999.20 Federal Grant 0306-0000 to THPD Continuing Ed 0233-0025

Department of Justice, Office of Justice Programs

FY20 DOJ Coronavirus Emergency Supplemental Funding Program 2020-VD-BX-0270

-Purchase of Personal Protective Equipment (PPE) for entire department

\$38,364 Federal Grant 0306-0000 to THPD Continuing Ed 0233-0025

Department of Justice, Office of Justice Programs

FY20 Edward J. Byrne Memorial Justice Assistance Grant (JAG) 2020-DJ-BX-0694

-Partial reimbursement for purchase and upfitting of PD Prisoner Transport Vehicle

\$12,327.00 Federal Grant 0306-0000 to P5/LIT Purchase of Equipment 0751-0017 04 444010

Respectfully submitted,



Shawn Keen
Chief of Police

Fiscal Report and Reimbursement Claim Form

Project Start Date: 07/01/20 Report Start Date: 10/01/20
 Project End Date: 06/30/21 Report End Date: 04/30/21
 Submitted Date: Report Due Date: 04/30/21

Will this be your final Fiscal Report and Reimbursement Claim Form? () Yes () No

Are you sure you want to deobligate your remaining grant funds balance of \$0? [] Yes

Budget Categories	Fund Type	Grant Costs	Grant Funds Requested to Date	Grant Funds Requested this Period	Grant Funds Remaining Balance
IHSFG Budget Categories					
Supplies	Grant	\$3,999.20	\$0	\$3,999.20	\$0
Equipment	Grant	\$0	\$0	\$0	\$0
IHSFG Grand Total Costs	Grant	\$3,999.20	\$0	\$3,999.20	\$0

Remarks:

Originally quote trauma kits were no longer available by the quoting vendor at the time of ordering. Equivalent kits were located with a different vendor, at a lower actual cost per unit.

Attachment(s):

https://intelligrants.in.gov/_Upload/174911_1182283-TraumaKitsInvoiceCheck.pdf

Attachment Description: Proof of Payment

If other - please specify:

By checking the checkbox below, I certify that I have reviewed and validated the information in this document and the attached supporting documentation. I attest to the accuracy of the information in this document and the attached supporting documentation and I certify that it accurately represents the actual costs expended during the reporting period.

Subgrantee Administrator

Subgrantee Project Director

[] Signature: Stephen Lockard
 Date Signed: 3/19/2021

[] Signature: Stephen LockardPD
 Date Signed: 3/19/2021

For IDHS Internal Use Only

PO Number: 0020000162
 PeopleSoft Voucher Number:
 Payment Date:
 Payment Number:

Fiscal Report and Reimbursement Claim Form

Fiscal Report Approved By: Name Title Date Approved

Payment Information Entered By: Name Title Date Approved

Supplies

Supply Item:	1
Item Description:	Patrol Pocket Trauma Kit
Fund Type:	Grant
Number of Units:	132
Price Per Unit:	\$49.99
Total Costs:	\$6,598.68
Percentage:	60.61%
Grant Costs:	\$3,999.20
Grant Funds Expended To Date:	\$0
Grant Funds Expended This Period:	\$3,999.20
Remaining Balance :	\$0
Supplies Expenses Grant Costs - Total: \$3,999.20	
Grant Funds Expended To Date - Total: \$0	
Grant Funds Expended This Period - Total: \$3,999.20	
Remaining Balance - Total: \$0	

Please describe how the grant funds included in the expenditure(s) for the fiscal report were utilized to support your project. Originally quote trauma kits were no longer available from the quoting supplier at the time of ordering. Comparable, and actually more preferred trauma kits were located by a different vendor, at a lower price. We were able to still obtain 132 trauma kits as originally approved for, at a lower per unit cost.

Add Attachment(s)

Attachments: https://intelligrants.in.gov/_Upload/174912_1182366-INVOICE-SI-113689_2020-12-07_11-52-03.pdf

Attachment Name: Invoices

If other - please specify:

Attachments: [https://intelligrants.in.gov/_Upload/174912_1182367-CK237985-NelsonCo\\$4325.64_TraumaKitPurchase.pdf](https://intelligrants.in.gov/_Upload/174912_1182367-CK237985-NelsonCo$4325.64_TraumaKitPurchase.pdf)

Attachment Name: Proof of Payment

If other - please specify:

IDIIS Fiscal Report 2020-2021

Organization: Terre Haute Police Department

FR-2021-IIISFC-00430

Supplies

Attachments: https://intelligrants.in.gov/_Upload/174912_1182367_2-Nelson&Co.ClaimVoucher.pdf

Attachment Name: Other

If other - please specify:

Payment Claim Voucher

03/19/2021

Payment Transaction Confirmation

Payment Request Sequence Number : 05-06-2021 11823215

Payment Request Type :	Individual
Payment Method :	ACH
Bank Relationship :	088300012*****3287
Requested Settlement Date :	05/10/2021
Requested Date and Time :	05/06/2021 09.22
Total Items :	1

Recipient : TERRE HAUTE CITY OF (1837996)

Federal Agency : DEPARTMENT OF JUSTICE (15040001)

Cash On Hand : Total :\$38,364.00

Seq # / Item #	Account ID	Account Status	Request Reference Number	Available Balance	Remittance Code	Remittance Amount	Amount Requested	Payment Request Status
00001/1	2020VDBX027	Open	2020-VD-BX-0270	\$0.00			\$38,364.00	Warehoused

Modify Pending Payment Request Confirmation

Payment Request Sequence Number : 2021-05-07 11823215

Payment Request Type	Individual
Payment Method	ACH
Bank Relationship	086300012*****3287
Requested Settlement Date	05/11/2021
Entry Date and Time	05/07/2021 10:19
Requestor Reference Number	2020 DJ BX 0694
Total Items	1
Payment Request Status	Warehouse

Recipient : TERRE HAUTE CITY OF (1837996)						
Federal Agency : DEPARTMENT OF JUSTICE(15040001)						
Cash on Hand :				Total Amount Requested : \$12,327.00		
Seq # / Item #	Account ID	Account Status	Available Balance	Amount Requested	Remittance Data	Remittance Amount
00002/1	2020DJBX0694	Open	\$2,000.00	\$12,327.00		