



Office of the District Attorney
County of Westchester

MEMORANDUM

51427

March 7, 2016

To: The Honorable Board of Acquisition and Contract

From: James A. McCarty
Acting District Attorney

Re: **Request for authority to enter into a grant disbursement agreement with the Office of Victim Services of the State of New York (“OVS”) pursuant to which OVS will provide the County of Westchester with approximately \$3,299.25 to establish a model office to foster the use of the Victim Services Portal for a period from February 10, 2016 through February 9, 2017.**

Attached for your consideration is a Resolution which, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through the Westchester County District Attorney's Office (“District Attorney’s Office”), to enter into a grant disbursement agreement with the Office of Victim Services of the State of New York (“OVS”) pursuant to which OVS will provide the County of Westchester with approximately \$3,299.25 to establish a model office to foster the use of the Victim Services Portal for a period from February 10, 2016 through February 9, 2017.

The proposed agreement is in the public’s best interest as it will provide the necessary equipment to ensure that the victims are being served more efficiently and that information contained in required quarterly reports is being transmitted in the most secure manner.

The goals and objectives of this program are to create “right sized” model victim assistance offices that are equipped with standard IT equipment that meet strict security requirements and will facilitate the ability of funded victim assistance programs to use the new Victim Services Portal and provide direct services to victims more efficiently.

As this grant is limited to the purchase of equipment, there is no requirement on the part of the District Attorney’s Office to track and/or monitor program outcomes required by this grant.

As this grant agreement does not constitute a procurement of goods or services, the provisions of the Westchester County Procurement Policy are not applicable.

I certify that my department, a) has copies of, or access to all applicable laws, rules, regulations, grant applications, and grant agreements (including any master agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b), has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

Accordingly, authority is respectfully sought for the County to enter into this Agreement.

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/31/2016 - LISI/PLA SECRETARY

RESOLUTION

Upon a communication from the Acting District Attorney, it is hereby

RESOLVED, that authority is hereby granted to the County of Westchester (“County”) acting by and through the Westchester County District Attorney's Office (“District Attorney’s Office”), to enter into a grant disbursement agreement with the Office of Victim Services of the State of New York (“OVS”) pursuant to which OVS will provide the County of Westchester with approximately \$3,299.25 to establish a model office to foster the use of the Victim Services Portal for a period from February 10, 2016 through February 9, 2017.

RESOLVED, that the District Attorney or her duly authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	37	T659R	2300	T659	\$3299.25

Budget Funding Year(s) 2016 Start Date 2/10/2016 End Date: 2/09/2017
(must match resolution)

Funding Source Tax Dollars 0

State Aid 0

\$ Federal Aid \$3299.25

(must match resolution)

Other 0