



-Memorandum-

Finance Department

P. O. Box 591, Seguin, Texas 78156-0591
Phone (830) 401-2450 Fax (830) 401-2499

Date: March 29, 2023

To: Seguin City Council
Steve Parker, City Manager

From: Kathy I. Wood, Grants Administrator

Subject: Approval to Submit Grant Application over \$50,000

The Office of the Attorney General is soliciting grant applications for the FY24-25 Victim Coordinator and Liaison Grant (VCLG).

The Police Department will be submitting a two-year grant application in response to this solicitation. The grant application is for funding the position of Crime Victim Liaison. The City currently has a VCLG grant to fund this position. We are applying for another two-year grant to fund the VCLG position in FY2024 to 2025. The annual amount of this grant is \$49,500. We will be requesting \$49,500 for each year for a total amount of \$99,000. There are no matching funds required for this grant.

The grant application requires an approved resolution from the City Council that contains the following:

1. A designation of the name and/or title of the Authorized Official who is given the authority to apply for, accept, reject, alter, or terminate a grant; and
2. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to the OAG.

Staff requests approval of the resolution to submit with the grant application.