

**Office of the County Auditor**  
**Auditor's Analysis**

**Supplementary Budget & Appropriation Ordinance No. 3-2021**

Introduced: November 2, 2020

Auditor: Owen Clark

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Fiscal Impact:

The fiscal impact for Fiscal Year 2021 will be an increase of \$502,264 in funding available to the Police Department to support human trafficking prevention activities.

In addition, after year one of the grant there will be an annual software cost of \$4,000. Then after the grant term, beginning October 1, 2023, expenditures are expected to be \$168,665 per year.

This cost is primarily attributed to a new Corporal position to be funded by this award following the approval of this Supplementary Budget and Appropriation Ordinance. This position is expected to be permanent and will require General Funds once the grant expires.

There is a required annual match of \$114,000. However, the Police Department indicated a plan to satisfy this requirement with existing General Fund appropriations for leased space of the Vice and Narcotics Division. Therefore, no fiscal impact is anticipated from the matching requirement.

See **Attachment A** for a summary of the General Fund expenditures, as well as this grant program's budget for the external grant appropriation and matching requirement.

Purpose:

Supplementary Budget and Appropriation Ordinance (SAO) 3-2021 transfers a \$502,264 appropriation from the Grants Fund's Contingency Reserve to an active award in the Police Department's Grants Fund.

Grant documentation provided by the Administration indicates this is a Federal grant award from the Department of Justice's Office for Victims of Crime to support victim service programs, the identification of victims, and the investigation and prosecution of traffickers.

Other Comments:

NOTE: This grant has a companion grant of \$545,329 that is being issued to the Department of Community Resources and Services (DCRS). The Administration indicated an SAO is not necessary for this award because DCRS already has available grant appropriations. *Our Office has not conducted a full review of the potential General Fund commitments that may result from the award to DCRS.*

The Cooperative Agreement between the County and the Department of Justice, Office for Victims of Crime is available to Council upon request.

We have reviewed this Cooperative Agreement, and note the Howard County Human Trafficking Prevention Coordination Council is seeking to use this funding to:

- Operationalize and expand their efforts to prevent and effectively respond to human trafficking in Howard County;
- Expand their capacity to conduct trauma-informed investigations in partnership with their law enforcement partners at the U.S. Attorney's Office, U.S. Customs and Immigration, and Homeland Security Investigations;
- Increase high-quality, survivor-centered services to sex- and labor-trafficking survivors at HopeWorks; and
- Build out the collaborative, systems-based work of the Coordination Council.

**Attachment A**  
**Summary of Program Expenditures by Funding Source**

**Grant Budget - External Funds**

<b>Expense Type</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Total</b>
Personnel/Fringe	\$ 131,352	\$ 135,196	\$ 136,450	\$ 402,998
Overtime	13,600	13,600	13,600	40,800
Training/Travel	12,664	14,282	12,820	39,766
Equipment/Software	18,700	-	-	18,700
<b>Total Costs</b>	<b>\$ 176,316</b>	<b>\$ 163,078</b>	<b>\$ 162,870</b>	<b>\$ 502,264</b>

**Required Grant Matching Funds - General Funds**

<b>Expense Type</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Total</b>
Office Space	\$ 114,000	\$ 114,000	\$ 114,000	\$ 342,000
<b>Total Costs</b>	<b>\$ 114,000</b>	<b>\$ 114,000</b>	<b>\$ 114,000</b>	<b>\$ 342,000</b>

1 - This leased space is for use by the Vice and Narcotics Division, and is currently appropriated each year in the General Fund.

**County General Funds**

<b>Expense Type</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Post-Grant</b>
Personnel/Fringe	\$ -	\$ -	\$ -	\$ 137,815
Overtime	-	-	-	13,600
Training/Travel	-	-	-	13,250
Equipment/Software	-	4,000	4,000	4,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 168,665</b>

2 - 'Post-Grant' represents the annual expenditure after the grant term, which may increase 1-2% annually.

3 - Assumes a 1% increase after Year 3 of the Grant term.

4 - Assumes expenditure will average of those noted during the Grant term.

5 - The annual fee for cell phone data extraction software per the Administration.

**NOTES:** The "Grant Budget - External Funds" and "Required Grant Matching Funds" schedules were derived from documentation provided by the Administration, while the "County General Funds" schedule was derived from our Offices estimates using the assumptions noted above.