



HOWARD COUNTY DEPARTMENT OF FINANCE

3430 Courthouse Drive

Ellicott City, Maryland 21043


410-313-2195

Sharon Greisz, Director, Department of Finance
sgreisz@howardcountymd.gov

FAX 410-313-4433
TDD 410-313-2323

July 2, 2009

To: Lonnie R. Robbins
Chief Administrative Officer

From: Stanley Milesky 
Acting Director of Finance

Re: SAO No. 2 Certification

I hereby certify that funds are unencumbered and available for transfer as follows:

FROM:

051-490-8903-1000-0607	Grants Fund, Contingency Reserve	\$85,000
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TO:

051-011-0106-1000-0606	Department of Corrections – Community Services Support Program	\$85,000
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SAO 2



Howard County

Internal Memorandum

Subject: SAO 2 – Community Service Support Program

To: Lonnie R. Robbins, Chief Administrative Officer
County Administration

From: Jack Kavanagh, Director
Department of Corrections

Date: July 8, 2009

The County has been awarded grant funds from the Governor's Office of Crime Control & Prevention for a Community Service Support Program entitled, "Sentencing Alternative". This program provides non-violent adult offenders, referred by the District and Circuit Courts, with alternatives to incarceration and/or fines and meets many community organizations' labor needs. The Community Service Support Program is a pass through grant to the Serenity Center. Staff maintains and establishes work sites, provides guidance to clients, coordinates work assignments and supervises non-violent offenders who have received community service as a pre-trial diversion or a post trial sanction and reports to the courts on a client's success or failure to meet the client's required hours.

The total amount of the award is \$85,000. These funds provide for the salary and benefits for 1.5 full-time equivalent positions – a Project Manager and a Caseworker to be employed by the Serenity Center. In addition, each client will be charged a \$40.00 fee to offset other administrative expenses of the program.

Fiscal Impact: There is no cash match required. This is a fully funded grant.

JK:dp

Cc: Patricia Schupple, Deputy Director
Diana J. Pettit, Fiscal Specialist
File