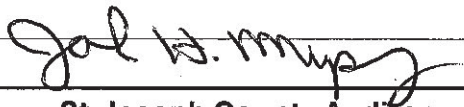


St. Joseph County Council
Additional Appropriation Notification
August 18, 2026

Additional Appropriation - Requested & Approved	\$85,000.00
Fund Name	VOCA Victim Services Fund
Fund Number	8117
Account Number and Name	See attached
Public Hearing Date	September 22, 2026
Public Hearing Time	6:00 PM EST
Public Hearing Location	St. Joseph County Council
	St. Joseph County Building
	4th Floor - County Council Chambers
	227 W. Jefferson Boulevard
	South Bend, IN 46601
County Council & Commissioners Signatures	See ordinance
	
St. Joseph County Auditor	
8/18/2026	
Date	
jmurphy@sjcindiana.gov	
Email Address	
574-298-0348	
Telephone Number	

Office of the Prosecuting Attorney

County-City Building
227 West Jefferson Blvd. 6th Floor
South Bend, IN 46601
(574) 245-6637 Fax (574) 245-6633



Kenneth P. Cotter
Prosecuting Attorney
60th Judicial Circuit
St. Joseph County, IN

Robert Risenhoover
Director of Budget & Finance

To: St. Joseph County Council

August 10, 2026

The St. Joseph County Prosecutor's Office requests appropriate funds from the Prosecutor's VOCA-2026-00117 Grant (Fund 8117) for the fiscal year 2027, beginning October 1, 2026, and ending September 30, 2027. We are requesting that the funds be distributed as follows:

ACCOUNT	DESCRIPTION	AMOUNT
8117.11121.00000.0018	Victim Advocate	\$49,385
8117.11317.00000.0018	Director Victim Services	\$35,615
	Total	\$85,000

This is year one of a two-year \$170,000 continuation grant for the Victim Services Unit fund 8117 for \$85,000. There is a 20% match requirement of \$21,250, which is included in the Prosecutor's 2026 budget.

Thank you for your consideration.

Robert Risenhoover

Cc: Kenneth P. Cotter, Amy Cressy, John Butler
St. Joseph County Auditor
St. Joseph County Commissioners



Mike Braun, Governor
Douglas W. Huntsinger, Executive Director

Notice of Award

June 5, 2026

Kenneth P. Cotter
St. Joseph County Prosecutor's Office
227 West Jefferson
South Bend, Indiana 46601

RE: 2026-2028 Victims of Crime Act (VOCA) Formula Grant
VOCA-2026-00117

Dear St. Joseph County Prosecutor's Office:

On behalf of the Indiana Criminal Justice Institute (ICJI), I am pleased to inform you that your organization will receive funding for the **2026-2028 Victims of Crime Act (VOCA) Formula Grant**.

St. Joseph County Prosecutor's Office will be awarded \$170,000.00 with a required match amount of \$42,500.00 for the two-year grant cycle from October 1, 2026, through September 30, 2028.

- Your Year 1 award totals \$ 85,000.00 with a required match amount of \$21,250.00.
- Your Year 2 award totals \$ 85,000.00 with a required match amount of \$21,250.00.

ICJI requires all grantees to comply with federal and state rules, regulations, and laws governing grants administered by ICJI. By signing the grant agreement, your organization affirms its commitment to adhere to these requirements. We encourage you to review these rules, regulations, and laws prior to signing the grant agreement.

The ICJI Victim Services Division will initiate the grant execution process and communicate with you accordingly. If you have any questions about your grant award, please contact Sukhpreet (Ricky) Singh at SSINGH@CJI.IN.GOV or 317-454-1425. We look forward to partnering with you as you use these funds to support your community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Douglas W. Huntsinger', is written over a horizontal line.

Douglas W. Huntsinger
Executive Director

2026 Victims of Crime Act Formula Grant (VOCA)

Organization: St. Joseph County Prosecutor's Office

VOCA-2026-00117

Personnel

What type of personnel do you wish to enter?

- ☒ Salaried
☐ Hourly
☐ Law Enforcement Pool
☐ Pool
☐ Volunteer

SALARIED

<u>Position</u>	<u>Name</u>	<u>Fund Type</u>	<u>Employee Type</u>	<u>Annual Salary</u>	<u>Percentage</u>	<u>Cost</u>
Year 1 - Director Victim Services	Charlotte Williams	Grant	Full-time	\$40,197.15	88.6%	\$35,614.67
Year 1- Victim Advocate	Pamela Concannon	Grant	Full-time	\$31,087.03	85.5%	\$26,579.41
Year 1- Victim Advocate	Angelina Ruiz	Grant	Full-time	\$29,929.01	76.2%	\$22,805.91
Year 2 - Director Victim Sevices Victim Advocate	Charlotte Williams	Grant	Full-time	\$40,197.15	88.6%	\$35,614.67
Year 2 - Victim Advocate	Pamela Concannon	Grant	Full-time	\$31,087.03	85.5%	\$26,579.41
Year 2 - Victim Advocate	Angelina Ruiz	Grant	Full-time	\$29,929.04	76.2%	\$22,805.93
Personnel Total:						\$170,000.00

HOURLY

<u>Position</u>	<u>Name</u>	<u>Fund Type</u>	<u>Employee Type</u>	<u>Hourly Rate</u>	<u>No. of Hours</u>	<u>Percentage</u> %	<u>Cost</u>
Personnel Total:							\$0

LAW ENFORCEMENT POOL

<u>Name</u>	<u>Fund Type</u>	<u>Total Expenditure</u>	<u>Percentage</u> %	<u>Cost</u>
Personnel Total:				\$0

POOL

<u>Position</u>	<u>Name</u>	<u>Fund Type</u>	<u>Total Expenditure</u>	<u>Percentage</u> %	<u>Cost</u>
Personnel Total:					\$0

VOLUNTEER

2026 Victims of Crime Act Formula Grant (VOCA)

Organization: St. Joseph County Prosecutor's Office

VOCA-2026-00117

Employee Benefits

<u>Name</u>	<u>Position</u>	<u>Employee Type</u>	<u>Fund Type</u>	<u>Benefit Type</u>	<u>Benefit %</u>	<u>Cost of Benefit</u>	<u>Cost</u>
Charlotte Williams	Year 1 - Director Victim Services	Full-time	Match	Fringe Benefits	88.6%	18200	\$16,125.20
Pamela Concannon	Year 1- Victim Advocate	Full-time	Match	Fringe Benefits	28.15796%	18200	\$5,124.80
Charlotte Williams	Year 2 - Director Victim Services Victim Advocate	Full-time	Match	Fringe Benefits	88.6%	18200	\$16,125.20
Pamela Concannon	Year 2 - Victim Advocate	Full-time	Match	Fringe Benefits	28.15796%	18200	\$5,124.80
							\$42,500.00

Location Budget as of 08/17/2026

The Last Posted Date is 07/31/2026.

Fund: 1000 General Fund for 01/01/2026 thru 08/17/2026

Loc: 0018 Prosecutor

Saint Joseph County

Account	Object	Description	Carry Forward Appropriation	Original Appropriation	Add'l Appropriation	Adj Appropriation	Total Appropriation	Encumbrance	Expenditure	Unencumbered Balance/Percent	Unexpended Balance/Percent
	11121	Victim Advocate	0.00	262,133.00	0.00	0.00	262,133.00	0.00	171,377.98	90,755.02	90,755.02
	00000	General Gov't.								34.62	34.62
	11317	Director Victim Services	0.00	62,823.00	0.00	0.00	62,823.00	0.00	41,076.59	21,746.41	21,746.41
	00000	General Gov't.								34.62	34.62
10000	Totals	*****	0.00	324,956.00	0.00	0.00	324,956.00	0.00	212,454.57	112,501.43	112,501.43
Location Totals	*****	*****	0.00	324,956.00	0.00	0.00	324,956.00	0.00	212,454.57	112,501.43	112,501.43
										34.62	34.62

John H. Murphy

From: Kathryn Bishop
Sent: Tuesday, August 18, 2026 12:44 PM
To: Jennifer Prawat; Robert Risenhoover; John Butler
Cc: John H. Murphy; Abby Doyle
Subject: Form D Prosecutor
Attachments: Form D - Prosecutor - 85000.00 8.17.26.pdf

Hi Jen,

Attached is a Form D from Prosecutor for the September 8th Council Committee Meeting.

Thank you,

Kathryn Bishop
Finance Director
ST. Joseph County Auditor
227 W Jefferson Blvd
South Bend IN 46601
Phone: (574) 235-9668 extension 7209
Kbishop@SJCINDIANA.COM