



**Application Cover Sheet**

**RFP PROCESS**

**VIOLENCE AGAINST WOMEN VERTICAL PROSECUTION (VV) PROGRAM**

Submitted by:  
EL DORADO COUNTY DISTRICT ATTORNEY  
778 Pacific Street  
Placerville, California 95667  
(530) 621-6472



OFFICE OF THE  
**DISTRICT ATTORNEY**  
EL DORADO COUNTY, CALIFORNIA

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**VERN PIERSON, DISTRICT ATTORNEY**

June 28, 2023

Nancy Ward, Director  
California Governor's Office of Emergency Services  
3650 Schriever Ave  
Mather, CA 95655

RE: Violence Against Women Vertical Prosecution (VV) Program  
Signature Requirement

Dear Mr. Ghilarducci,

Please accept this letter and the included application for consideration for the Violence Against Women Vertical Prosecution (VV) Program Request for Application. El Dorado County Policy (A-6) (included) authorizes department heads to execute all documents required to apply for grants. This same policy designates the sole authority for accepting grant awards and approving grant agreements to the Board of Supervisors. As a result, the CalOES Grant Subaward Face Sheets, the Certificate of Assurance of Compliance forms and the Subrecipient Grants Management Assessment required as part of the Violence Against Women Vertical Prosecution (VV) Program Request for Application, are included but not signed. It is the intent of this Agency to comply with all terms and conditions set forth in the certification if awarded. However, until funding has been allocated or awarded and accepted by the County Board of Supervisors, these documents cannot be signed.

It is the intent of the Agency to prepare a Board item presenting the award notification to the Board of Supervisors, requesting the award be accepted. Once approved, the documents can be executed.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Vern Pierson (Jun 29, 2023 11:35 PDT)

Vern R. Pierson  
District Attorney

**PLEASE REPLY TO:**

\*\* 778 Pacific Street  
Placerville, CA. 95667  
(530) 621-6474  
Fax (530) 621-1280

1360 Johnson Blvd. Ste.105  
South Lake Tahoe, CA 96151  
(530) 573-3100  
Fax (530) 544-6413

WEB SITE:  
<https://www.eldoradoda.com/>



# COUNTY OF EL DORADO, CALIFORNIA

## BOARD OF SUPERVISORS POLICY

Subject:  GRANT APPLICATIONS	Policy Number:  A-6	Page Number:  1 of 2
	Date Adopted: 12/22/1987	Effective Date: 12/22/1987

### I. PURPOSE

The purpose of this policy is to ensure flexibility and efficiency in the grant application process while maintaining the Board of Supervisors discretion over the acceptance of grant funding and any related obligations.

### II. POLICY

The County receives financial assistance in the form of grants. For the purposes of this policy, grants shall be defined as cash or in-kind assistance awarded by a government or other organization (called the grantor), excluding unsolicited donations, for specified purposes to an eligible recipient (called the grantee). Grants are usually conditional upon certain qualifications as to the use, maintenance of specified standards, and/or a proportional contribution by the grantee or other grantor(s). The grant process may consist of several steps including a notice of intent to apply, application, acceptance of award, and execution of grant agreement and related documents.

A. The Board of Supervisors is the sole authority for:

1. Accepting grant awards and approving grant agreements in the amount of more than \$10,000 or in-kind awards valued at more than \$10,000;
2. Accepting grants for which any requirements for funds, matching or otherwise, or other resources are required for funding disbursement; and
3. Delegating authority to execute the grant agreement and other grant related documents after acceptance of a grant award and approval of the grant agreement.

B. County department heads are authorized to:

1. Execute all documents required to apply for grants.
  - i. Department heads are expected to exercise good judgment when determining to spend staff time applying for a grant.
  - ii. The grant should be directly related to the mission and vision of the department.
  - iii. Any county match requirements must be feasible and reasonable.
2. Accept grant awards that meet all of the following criteria:



# COUNTY OF EL DORADO, CALIFORNIA

## BOARD OF SUPERVISORS POLICY

Subject:  <b>GRANT APPLICATIONS</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Policy Number: <b>A-6</b></td> <td style="width: 50%;">Page Number: <b>2 of 2</b></td> </tr> <tr> <td>Date Adopted: <b>12/22/1987</b></td> <td>Effective Date: <b>12/22/1987</b></td> </tr> </table>	Policy Number: <b>A-6</b>	Page Number: <b>2 of 2</b>	Date Adopted: <b>12/22/1987</b>	Effective Date: <b>12/22/1987</b>
Policy Number: <b>A-6</b>	Page Number: <b>2 of 2</b>				
Date Adopted: <b>12/22/1987</b>	Effective Date: <b>12/22/1987</b>				

- i. Are in a cash amount not to exceed \$10,000 or in-kind awards valued at not more than \$10,000; and
  - ii. Do not include any requirement for County funds; and
  - iii. Relate directly to the mission of the department and directives of the Board.
  - iv. No less than three business days prior to accepting the grant, the department head will provide the Board and the Chief Administrative Office (CAO) a written report demonstrating that the grant meets criteria 2.i through 2.iii and notifying the Board of the intent to accept the grant. If no member of the Board or the CAO express concerns during this three-day period, the department head may accept the grant. If any member of the Board or the CAO objects, the department head shall bring the decision to accept the grant before a regularly scheduled meeting of the Board.
3. Department heads are required to communicate, document, and coordinate with any other county departments that may be involved with or affected by the grant program or project.
  4. Department heads are responsible for determining whether they are authorized to exercise the authority provided herein under the grantor’s guidelines for each grant. If all criteria are met, the Department Head has the delegated authority to accept the grant and sign the grant agreement.
  5. Department heads are encouraged to seek assistance and guidance from the Chief Administrative Office in fulfilling the responsibilities listed above.

### III. RESPONSIBLE DEPARTMENT

Chief Administrative Office

### IV. DATES ISSUED AND REVISED; SUNSET DATES:

<b>Issue Date:</b>	12/22/1987	<b>Sunset Review Date:</b>	n/a
<b>Revision Date:</b>	08/15/2017	<b>Sunset Review Date:</b>	08/15/2021
<b>Revision Date:</b>	01/25/2022	<b>Sunset Review Date:</b>	01/25/2026

Cal OES #		FIPS #		VS#		Subaward #	
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## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

**1. Subrecipient:** County of El Dorado **1a. UEI#:** DW8SM9A6YWR3

**2. Implementing Agency:** District Attorney's Office **2a. UEI#:** DW8SM9A6YWR3

**3. Implementing Agency Address:** 778 Pacific Street Placerville 95667-6481  
(Street) (City) (Zip+4)

**4. Location of Project:** Placerville El Dorado 95667-6481  
(City) (County) (Zip+4)

**5. Disaster/Program Title:** VV - Violence Against Women Vertical Prosecution Program **6. Performance/Budget Period:** 1/1/2024 **to** 12/31/2024  
(Start Date) (End Date)

**7. Indirect Cost Rate:** 10% de minimis **Federally Approved ICR (if applicable):** \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2022	STOP		\$48,710		\$16,237		\$16,237	\$64,947
9.	2023	STOP		\$153,815		\$51,278		\$51,278	\$205,093
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>		\$202,525	\$202,525	\$67,515		\$67,515	\$270,040

**13. Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

**14. CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

**15. Official Authorized to Sign for Subrecipient:**

Name: Vern R. Pierson Title: District Attorney

Payment Mailing Address: 778 Pacific Street City: Placerville Zip Code+4: 95667-6481

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**16. Federal Employer ID Number:** 946000511

**(FOR Cal OES USE ONLY)**

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

\_\_\_\_\_  
(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)



## Grant Subaward Contact Information

Grant Subaward #: VV23 06 0090

Subrecipient: El Dorado County

1. **Grant Subaward Director:**

Name: Vern R. Pierson Title: District Attorney

Telephone #: 530-621-6474 Email Address: vern.pierson@edcda.us

Address/City/ Zip Code (9-digit): 778 Pacific Street, Placerville, CA 95667-6481

2. **Financial Officer:**

Name: Kerri Williams-Horn Title: Agency Chief Fiscal Officer

Telephone #: 530-621-5309 Email Address: kerri.williams-horn@edcgov.us

Address/City/ Zip Code (9-digit): 330 Fair Lane, Placerville, CA 95667-6481

3. **Programmatic Point of Contact:**

Name: Lisette Suder Title: Assistant District Attorney

Telephone #: 530-642-5169 Email Address: lisette.suder@edcda.us

Address/City/ Zip Code (9-digit): 778 Pacific Street, Placerville, CA 95667-6481

4. **Financial Point of Contact:**

Name: Justene Cline Title: Administrative Analyst

Telephone #: 530-621-5640 Email Address: justene.cline@edcgov.us

Address/City/ Zip Code (9-digit): 330 Fair Lane, Placerville, CA 95667-6481

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Vern R. Pierson Title: District Attorney

Telephone #: 530-621-6474 Email Address: vern.pierson@edcda.us

Address/City/ Zip Code (9-digit): 778 Pacific Street, Placerville, CA 95667-6481

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Vern R. Pierson Title: District Attorney

Telephone #: 530-621-6474 Email Address: vern.pierson@edcda.us

Address/City/ Zip Code (9-digit): 778 Pacific Street, Placerville, CA 95667-6481

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Wendy Thomas Title: Chair, District Three Supervisor

Telephone #: 530-621-5390 Email Address: bosthree@edcgov.us

Address/City/ Zip Code (9-digit): 330 Fair Lane, Placerville, CA 95667-6481



## Grant Subaward Signature Authorization

Grant Subaward #: VV23 06 0090


Subrecipient: El Dorado County

Implementing Agency: District Attorney's Office

The **Grant Subaward Director** and **Financial Officer** are **REQUIRED** to sign this form.

### Grant Subaward Director:

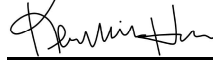
Printed Name: Vern R. Pierson

Signature:   
Vern Pierson (Jun 29, 2023 11:35 PDT)

Date: \_\_\_\_\_

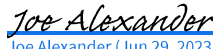
### Financial Officer:

Printed Name: Kerri Williams-Horn


Signature: 

Date: \_\_\_\_\_


The following persons are authorized to sign for the **Grant Subaward Director**:

Signature:   
Joe Alexander (Jun 29, 2023 11:24 PDT)

Printed Name: Joe Alexander

Signature: 

Printed Name: James Clinchard

Signature:   
Lisette Suder (Jun 29, 2023 08:34 PDT)

Printed Name: Lisette Suder

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

The following persons are authorized to sign for the **Financial Officer**:

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_



## Grant Subaward Certification of Assurance of Compliance

Subrecipient: Count of El Dorado

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	VIOLENCE AGAINST WOMEN VERTICAL PROSECUTION (VV) PROGRAM	VV23 06 0090	01/01/2024-12/31/2024
2			
3			
4			
5			
6			

I, Vern R. Pierson (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

**I. Proof of Authority – SRH 1.055**

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

**II. Civil Rights Compliance – SRH Section 2.020**

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

**III. Equal Employment Opportunity – SRH Section 2.025**

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.





**IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030**

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

**V. California Environmental Quality Act (CEQA) – SRH Section 2.035**

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a “project” pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

**VI. Lobbying – SRH Sections 2.040 and 4.105**

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

**All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.**

<b>CERTIFICATION</b>	
<p>I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.</p>	
Official Designee's Signature:	_____
Official Designee's Typed Name:	Vern R. Pierson _____
Official Designee's Title:	District Attorney _____
Date Executed:	_____
<b>AUTHORIZED BY:</b>	
<p>I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.</p>	
<input type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input checked="" type="checkbox"/> Governing Board Chair	
Signature:	_____
Typed Name:	Wendy Thomas _____
Title:	Chair, District Three Supervisor _____
Date Executed:	_____



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: County of El Dorado			Grant Subaward #: VV23 06 0090		
A. Personnel Costs - Line-item description and calculation	2022 STOP	2022 STOP Match	2023 STOP	2023 STOP Match	Total Amount Allocated
<b>Deputy District Attorney - 1.00 FTE (Partial Cash Match)</b> <b>Salary</b> - \$10,761.17 x 12 Mo x 1.00 FTE = \$129,134 <b>Benefits:</b> Retirement/PERS (28.16% of charged salary) \$36,364 (only charging \$12,391) Medicare (1.45% of charged salary) \$1,872 Health Insurance (6.01% of charged salary) \$7,761 (only charging \$6,302) Unemployment Ins (0.13% of charged salary) \$168 (not charging) Disability (0.25% of charged salary) \$323 (not charging) Workers Compensation (1.40% of charged salary amount) \$1,808 (not charging) <i>Provides vertical prosecution of Adult Sexual Assault, Aggravated Domestic Violence, Human Trafficking, and Stalking cases, practices effective communication with Project team, maintains a reduced caseload, documents cases appropriately, performs risk assessments of offenders, makes reasonable efforts to resist pre-trial releases, provides training to Law Enforcement, and attends meetings and trainings.</i>	\$38,710		\$73,971	\$16,453	\$129,134
<b>District Attorney Investigator - 0.20 FTE (Cash Match)</b> <b>Salary</b> - \$13,129.17 x 12 Mo x 0.20 FTE = \$31,510 <b>Benefits:</b> Retirement/PERS (37.70% of charged salary) \$11,879 (only charging \$5,870) Medicare (1.45% of charged salary) \$457 Health Insurance (16.77% of charged salary) \$5,284 (only charging \$2,000) Unemployment Ins (0.10% of charged salary) \$32 (not charging) Disability (0.25% of charged salary) \$79 (not charging) Workers Compensation (1.40% of charged salary amount) \$441 (not charging) <i>Provides dedicated investigative services to Aggravated Domestic Violence, Human Trafficking, and Stalking cases, practices effective communication with Project team; performs risk assessments of offenders, documents cases appropriately, provides training to Law Enforcement, and attends meetings and trainings.</i>	\$10,000	\$16,237		\$5,273	\$31,510
Personnel Costs Fund Source Totals	\$48,710	\$16,237	\$73,971	\$50,618	\$189,536
<b>PERSONNEL COSTS CATEGORY TOTAL</b>					\$189,536



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: County of El Dorado		Grant Subaward #: VV23 06 0090			
B. Operating Costs - Line-item description and calculation	2022 STOP	2022 STOP Match	2023 STOP	2023 STOP Match	Total Amount Allocated
<p><b>1.00 FTE Victim Advocate (Participating Staff)</b> Participating staff contracted through The Center for Violence-Free Relationships Billing rate \$6,512/month x 12 months = \$78,144 <i>(Only \$25,000 of contract amount used in MTDC calculation)</i></p>			\$78,144		\$78,144
<p><b>Training/Travel-Related Expenses for In-State &amp; Regional Trainings (Cash Match):</b> Participating victim to Attend As-Needed Trainings or Related Events (Dates/Events TBD)</p> <p>Estimated Lump-Sum Cost (Virtual and/or Non-Virtual) - \$1000</p>			\$1,000		\$1,000
<p><b>Cell Phone/Data Stipend for Victim Advocate</b> \$60/month x 12 months = \$720 To provide cell and data service to enable the swift facilitation of on-line applications while in the field.</p>			\$720		\$720
<p><b>Cell Phone for the District Attorney Investigator (Cash Match)</b> \$55/month Cell Phone x 12 months = \$660</p>				\$660	\$660
<p><b>de Minimis indirect rate*</b> *MTDC \$196,287 x 10% = \$19,629 (Not Charging) Calculation Worksheet Attached <i>Includes administrative costs associated with the Special Victims Unit, VV Program, of the El Dorado County District Attorney's Office.</i></p>					
Operating Costs Fund Source Totals			\$79,864	\$660	\$80,524
<b>OPERATING COSTS CATEGORY TOTAL</b>					\$80,524



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: County of El Dorado			Grant Subaward #: VV23 06 0090		
C. Equipment Costs - Line-item description and calculation	2022 STOP	2022 STOP Match	2023 STOP	2023 STOP Match	Total Amount Allocated
Equipment Costs Fund Source Totals					
<b>EQUIPMENT COSTS CATEGORY TOTAL</b>					

Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet	2022 STOP	2022 STOP Match	2023 STOP	2023 STOP Match	Total Project Cost
Fund Source Totals	\$48,710	\$16,237	\$153,835	\$51,278	\$270,060

## DETERMINING INDIRECT COST AMOUNT WHEN BUILDING A BUDGET

### TERMS

Total Project Costs:	Amount allocated to the project by Cal OES plus any required match. This includes direct, direct-shared, and indirect costs and all matching contributions (in-kind and/or cash).
Modified Total Costs:	Modified Total Cost: Amount of direct costs minus exclusions (e.g., rent, contracts beyond \$25,000, etc.).
Modified Total Direct Costs:	Amount of direct cost minus indirect and exclusions.
Direct Costs:	Costs identified with a particular cost objective (award, program or project).
Indirect Costs:	Costs for a common or joint purpose benefitting more than one cost objective, not readily assignable to the cost objectives, without effort disproportionate to the results achieved.

### METHOD

#### 1. Determine **Exclusions or Distorting Costs**

In-kind match (donations, not volunteers)	\$ -
Rent/lease office space	\$ -
Rent/lease other space	\$ -
Rent/lease equipment	\$ -
Equipment (purchased)	\$ -
Contracts/Subawards after the first \$25,000	\$ 53,144
Capital improvements	\$ -
Patient Care	\$ -
Tuition, Scholarships, Fellowships	\$ -
Participant support costs (training/conference registration fees, travel including per diem and stipends)	\$ 1,000
Other (not covered above)	\$ -
<b>Total Exclusions/Distorting Costs</b>	<b>\$ 54,144</b>

#### 2. Determine **Modified Total Costs**

Total Project Costs	\$ 270,060
Minus (-) Total Exclusions/Distorting Costs	\$ 54,144
<b>Modified Total Costs</b>	<b>\$ 215,916</b>

#### 3. Determine **Modified Total Direct Costs** (Removes indirect from Modified Total Costs)

Modified Total Costs	\$ 215,916
ICR (%) (i.e., 10% = 0.10, 17.5% = 0.175)	0.10
ICR + 1	1.10
<b>Modified Total Direct Costs (MTDC)</b>	<b>\$ 196,287</b>

#### 4. Determine **Indirect Cost Amount**

Modified Total Costs	\$ 215,916
Subtract (-) MTDC	\$ 196,287
<b>Indirect Cost Amount</b>	<b>\$ 19,629</b>

#### 5. Allocate Amounts and Check Math

Total Exclusions	\$ 54,144
Plus (+) MTDC	\$ 196,287
Plus (+) Indirect Cost Amount	\$ 19,629
<b>Total Project Costs</b>	<b>\$ 270,060</b>



## Grant Subaward Budget Narrative

Grant Subaward #: VV23 06 0090

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Subrecipient: County of El Dorado

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The El Dorado County District Attorney's Office (EDCDAO) 2024 Violence Against Women Vertical Prosecution (VV) Program budget details the Agency's continuing plans to support the objectives and activities of the project through the prosecution of adult sexual assault, dating and domestic violence (DV), and stalking crimes as well as strengthening services provided to such victims.

The Governor's Office of Emergency Services (Cal OES) has allocated \$40,710 in 2022 STOP funds with a \$16,237 STOP local match and \$153,835 in 2023 STOP funds with a \$51,278 STOP local match, for a total project cost of \$270,060.

### **Personal Services – Salaries/Employee Benefits:**

Employee salary and benefits represent 70% of the 2024 VV Program budget. The program will continue to fund 1.0 FTE Deputy District Attorney (VV Prosecutor) and 0.20 FTE District Attorney Investigator (VV Investigator). 35% of the salary and benefits for program staff will be used as local cash match.

The project-funded duties provided by the VV Prosecutor will include the vertical prosecution of project cases, maintaining regular contact with the VV Investigator and Victim Advocate, and report preparation. The project-funded duties provided by the VV Investigator will include coordinating and scheduling interviews for law enforcement, conducting follow-up investigations related to project cases, documenting multi-disciplinary Interviews, and preparing affidavits,



## Grant Subaward Budget Narrative

Grant Subaward #: VV23 06 0090

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Subrecipient: County of El Dorado

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search, or arrest warrants. Both the investigator and attorney will attending multidisciplinary team meetings and regularly scheduled Project team meetings.

All positions maintain functional, detailed time sheets that are submitted on a bi-weekly basis. There are no mid-year salary range adjustments required and no shared costs. Salaries have been calculated over a twelve-month period.

### **Operating Expenses:**

The budgeted operating expenses include a participating staff agreement with The Center for 1.0 FTE Victim Advocate, anticipated training costs, and dedicated cell phone lines for the attorney and Victim Advocate. The dedicated Victim Advocate will provide wrap-around advocacy services such as immediate victim contact, conducting needs' assessments, providing referrals, assisting with benefit program applications, etc. In the efforts of minimizing costs, the indirect cost rate for administrative expenses associated with the VV Program is included but is not being charged at this time due to limited funding. There are no subcontracts or unusual expenses included in the operating expenses.

### **Equipment:**

There are no funds budgeted for equipment.



## Grant Subaward Programmatic Narrative

Grant Subaward #: VV23 06 0090

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Subrecipient: County of El Dorado

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### A. Problem Statement

The El Dorado County District Attorney's Office (EDCDAO) is committed to dedicating personnel for the vertical prosecution of violent crimes against women through a collaborative response. Effective prosecution and early comprehensive victim advocacy for aggravated crimes against women, specifically adult sexual assault, domestic and dating violence with great bodily injury or a prior history of domestic violence (DV), stalking, domestic violence related criminal threats, murder and/or attempted murder, are critical to the successful prosecution of the case and overall wellbeing of the victim/survivor. According to the 2020 U.S. Census Bureau, El Dorado County's (EDC) population is 191,185, which is a 5.3% increase since 2016. Additionally, EDC attracts millions of tourists each year. EDC is comprised of 1,786 square miles between Sacramento and the Nevada state border and is split by a mountain range where roads are often inaccessible during inclement weather, thus dividing the courts into those located in the West Slope (Placerville) and those in the East Slope of South Lake Tahoe (SLT). Approximately 74.3% of the county's residents live in a rural setting with the balance in small urban areas. The West Slope is made up primarily of permanent residents with income levels ranging from affluent to impoverished, while the East





## Grant Subaward Programmatic Narrative

Grant Subaward #: VV23 06 0090

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Subrecipient: County of El Dorado

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Slope has many seasonal residents and vacationers. 75.3% of residents are white, 1.4% American Indian, 13.8% Hispanic, 3% Unknown race, and 4.8% mixed race. In addition to unavoidable weather-related difficulties with a vertically assigned prosecutors' physical appearance in SLT, prosecutors' large caseloads present challenges such as cases requiring thorough analysis and review for timely and successful prosecution. In 2022, 767 criminal cases were referred to the EDCDAO Special Victims Unit (SVU), where five prosecutors vertically prosecute violent crimes against the most vulnerable victims. In the same year, 834 domestic violence victims and eight stalking survivors received advocacy services. These numbers have consistently increased over the last decade. To date in 2023, 460 complicated and violent crimes have been submitted to the SVU for review.

In EDC, vertical prosecutors collaborate daily with sexual assault and domestic violence detectives and advocates. When the team can follow science-based best practices and have a vertical prosecutor involved early in the investigations, victims experience less re-traumatization, receive emotional support, and form trusting bonds to help them navigate the criminal justice system. Through early and continuous collaboration, advocates provide survivors with safety planning, access to counseling services and medical assistance, and many other forms of support.



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### **B. Plan**

EDCDAO has an established SVU where five experienced prosecutors, including a VV Program Prosecutor (VVP), vertically review and prosecute cases involving domestic violence, child sexual and physical abuse, adult and juvenile sexual assault, elder abuse, human sex trafficking, stalking, sex registrant violation, child pornography, and sexually violent predator cases throughout EDC. During the VVP's review, each case is screened to see if it meets VV Program criteria; the VVP checks for crimes of adult sexual assault, stalking, DV, and dating violence. Most referrals come from cases where the suspect is in law enforcement custody. Every weekday morning, a prosecutor from SVU reviews police reports and other evidence submitted from law enforcement agencies, determines if the charges fall within the parameters of SVU, and makes a criminal case filing decision. In some of the more serious SVU cases, detectives from the respective agencies notify the SVU Team Lead in advance, allowing the VVP and VV Program Advocate (VVA) to reach out and offer services to the victim(s) almost immediately after the crime takes place. Once a VV Program case is filed, the reviewing SVU attorney immediately notifies the VVA so victim(s) can be notified of filing decisions, court proceedings, and offered services. If a criminal case is



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rejected, all impacted victim(s) are still offered referrals for services and provided an opportunity to meet with the VVP and VVA to discuss the filing decision.

All filed SVU cases are handled utilizing Major Stage Prosecution. All felony cases fitting VV Program criteria will be assessed by the SVU Lead Prosecutor for case complexities, anticipated needs of the victim(s), as well as the current caseload of the VVP and other SVU attorneys and will then make the final determination if a case should be Major Stage Vertically prosecuted by the VVP. The VVP shall maintain a reduced caseload. Generally, the most egregious cases, those with prior violent histories and the most serious injuries to victims, will be assigned to the VVP unless their caseload is too high to best serve the needs of the current victim(s) as well as victims already being served, at which time a VV Program case will be assigned for Major Stage Prosecution to another Deputy District Attorney (DDA) within the SVU. VV Program cases are tracked by EDCDAO's case management system via "Case Type" function, allowing for statistical extraction.

The EDC VV Program Community Coordination Plan involves continuing monthly collaborative meetings with partnering agencies. Twice a month (once in Placerville and once in SLT) the VVP and VVA will collaborate on VV Program case updates with law enforcement detectives, Child Protective Services (CPS),



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Program Directors for the Sexual Assault Response Team (SART) clinics, all SVU team members, mental health providers, and Department of Justice (DOJ). The VVP will prepare an agenda for each meeting based on cases that need discussion or updates by any of our partnering agencies to assist VV Program victims in receiving comprehensive services. Furthermore, the VVP and VVA will attend weekly EDCDAO SVU meetings and exchange daily informal communications. The VVP also works with law enforcement agencies to update training regarding lethality assessments, interviews, and best practices for first interactions with vulnerable DV victims. Trainings will consist of a narrated video administered by the VVP describing the most efficient and effective ways to obtain accurate and comprehensive information from victims at the time they are most willing to disclose, followed by a live question-and-answer session.

The VVA will ensure that all survivors receive appropriate services and referrals and that their voices are heard by the entire VV Program Team. From the initial notification, the VVA will conduct a needs assessment, create a case management plan to meet victims' short-term and long-term needs, make referrals to the local DV and sexual assault agency (The Center), assist with The California Victim Compensation Board (CalVCB) application and other appropriate wrap-around services, explain the criminal justice process, and



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provide updates about the respective criminal cases. In addition to working closely with the VVP, the VVA will continue to improve collaboration with The Center by providing ongoing training with case managers to better understand the criminal justice process and assist those referred from the EDCDAO.

Intimate violent crimes often happen repeatedly across multiple jurisdictions. When this occurs, the protocol is for the VVP to analyze the appropriate jurisdiction, considering the accessibility and convenience for the victim(s) and the likelihood of conviction. When a change of jurisdiction is deemed most appropriate, the VVP then meets with the prosecutor from the receiving jurisdiction to collaborate, share information, and provide resources to make the transfer as seamless as possible. The VVA will also work with the advocate at the receiving jurisdiction to prevent any interruption in services and ensure that the victim(s) continue feeling supported and involved in the process. All SVU team members are aware of this protocol.

EDCDAO prosecutors have been vertically prosecuting sexual assault and DV cases for over 15 years (SVU was formally established in 2018) with no intention of digressing. As a result, law enforcement partners and numerous county partners have restructured to model and collaborate with this practice.



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### C. Capabilities

The EDCDAO VV Program's multi-disciplinary model demonstrates an ability to continually improve the processing of violent DV and sexual assault incidents in the criminal justice system. The EDCDAO SVU has successfully implemented a Major Stage Vertical Prosecution model since first receiving VV Program funding in 2018. Since then, 482 cases have been prosecuted by a VVP, resulting in 123 convictions. Recently, the VVP filed a case in which, unprovoked, the defendant viciously attacked his wife, fracturing one of her orbital bones. The VVP wrote a no-bail motion and successfully argued in court to keep the defendant in custody and obtained a criminal protective order (CPO), prioritizing the victim's safety. The VVA and VVP were in constant communication and discussed the likelihood for the victim to recant. The VVP listened to the defendant's jail calls and discovered that the defendant had violated the CPO by contacting the victim, attempting to dissuade her from testifying against him in court. With this new information to strengthen the case, the defendant ultimately took a plea offer prior to the victim having to testify and was sentenced to state prison.

The EDCDAO SVU is comprised of five DDAs, including the VVP, three District Attorney Investigators (DAI), six Victim Witness Program Specialists, and an overseeing Assistant District Attorney, all of whom specialize in SVU crime types. In



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In addition to monthly meetings with community partners, SVU meets weekly to discuss cases, coordinate services, and address victim needs. Prosecuting DDAs and DAs collaborate daily for timely and efficient investigation, sending requests through the EDCDAO electronic case management system. Further, a VV Program Investigator (VVI) conducts and monitors all further investigation by the EDCDAO and/or the originating law enforcement agencies, trains law enforcement about best practices for investigation, provides expert testimony on the cycle of domestic violence, and serves as an Investigating Officer during trials.

The SVU utilizes Unit Vertical Prosecution, as all cases involving adult sexual assault, stalking, domestic/dating violence related crimes are vertically handled by SVU prosecutors. Based on statistical data from recent years, the EDCDAO estimates that 550 cases will be Unit Vertically Prosecuted during the upcoming grant cycle. However, all cases prosecuted by the VVP will utilize Major Stage Vertical Prosecution. Under the procedures of this model, the VVP prepares all written correspondence and appears in court for all major stages of case prosecution in court, including pretrial release hearings, bail modification requests, preliminary hearings, readiness and settlement conferences, trials, and sentencing. The VVP objects to all pre-trial release requests and defense motions to continue, and evidence is quickly gathered to minimize the time between



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arrest and final disposition. All VV Program cases not assigned to the VVP, as well as other SVU non-VV Program cases, are handled similarly by other attorneys within the SVU. If the VVP is unavailable to appear in court on a VV Program case, another attorney from SVU will appear in their place.

The EDCDAO requires that the VVP have a minimum of five years' experience as a prosecutor and continually attend training on strangulation, DV, and adult sexual assault. The VVA must meet the requirements defined by Evidence Code Sections 1037-1037.7 for domestic violence counselors and must have over five years' experience assisting DV survivors. The VVP works closely with the VVA to address victim needs, even meeting with victims when needed. The VVP discusses all violent and serious felonies with the SVU Team Lead and/or the ADA before each major stage of the case and before drafting any potential settlement offer. The ADA and/or SVU Team Lead regularly monitors the VVP's workload to ensure that the VVP has the capacity to effectively prosecute all assigned VV Program cases. A copy of these required policies and procedures has been given to all members of the SVU, including the VVP and VVA. A hard copy is kept with the SVU Team Lead as well as the overseeing ADA. These policies are also kept electronically on an EDCDAO shared database.





**Federal Fund Grant Subaward Assurances  
STOP Violence Against Women Formula Grant Program**

Subrecipient: County of El Dorado

	Cal OES Program Name	Grant Subaward #	Grant Subaward Performance Period
1.	VIOLENCE AGAINST WOMEN VERTICAL PROSECUTION (VV) PROGRAM	VV23 06 0090	01/01/2024-12/31/2024
2.			
3.			
4.			
5.			
6.			

Subrecipients agree to adhere to the following and ensure these assurances are passed down to Second-Tier Subrecipients.

**1. Required Audits and Financial Statements (SRH Section 14.005)**

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 C.F.R. Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

Subrecipient expends \$750,000 or more in federal funds annually.

Subrecipient does not expend \$750,000 or more in federal funds annually.

**2. Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide**

The Subrecipient (and any Second-Tier Subrecipient) agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance apply to this Grant Subaward.

The Subrecipient (and any Second-Tier Subrecipient) also agrees that all financial records pertinent to this Grant Subaward, including the general accounting ledger and all supporting documents, are subject to Cal OES's review throughout the life of

the Grant Subaward, during the close-out process, and for seven years after the Subrecipient makes final payments and all other pending matters are closed, unless a different retention period applies. Subrecipients (and any Second-Tier Subrecipients) must provide access to performance measurement information, financial records, supporting documents, statistical records, and any other pertinent records indicated at 2 C.F.R. 200.334.

### **3. Requirements Related to System for Award Management and Unique Entity Identifiers**

Subrecipients (and any Second-Tier Subrecipients) must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the current information in SAM.

Subrecipients also must comply with applicable restrictions for Second-Tier Subawards, including restrictions on Grant Subawards to entities that do not acquire and provide (to Subrecipients) the unique entity identifier assigned by SAM.

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Requirements related to System for Award Management (SAM) and unique entity identifiers) and are incorporated by reference here.

### **4. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information**

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (as defined in OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (as defined in 2 C.F.R. 200.1) within the scope of an OVW grant-funded program or activity, or
- Use or operate a "Federal information system" (as defined in OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

**5. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OVW authority to terminate Grant Subaward)**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients (and any Second-Tier Subrecipients), or individuals defined (for purposes of this condition) as "employees" of Subrecipients (and any Second-Tier Subrecipients).

The details of the Subrecipients' obligations related to prohibited conduct related to trafficking in persons are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Prohibited conduct by Subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)), and are incorporated by reference here.

**6. Determination of Suitability to Interact with Participating Minors**

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

**7. Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Grant Subaward appears on the OVW website at <https://www.justice.gov/ovw/conference-planning>.

## **8. OVW Training Guiding Principles**

Subrecipients (and any Second-Tier Subrecipients) understand and agree that any training or training materials developed or delivered with funding under this Grant Subaward must adhere to the OVW Training Guiding Principle for Grantee and Subgrantees, available at <https://www.justice.gov/ovw/resources-and-faqs-grantees#Discretionary>.

## **9. Potential Imposition of Additional Requirements**

Subrecipients (and any Second-Tier Subrecipients) agree to comply with any additional requirements that may be imposed by OVW during the period of performance for this Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

## **10. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

## **11. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier Subrecipients) that are faith-based or religious organizations.

## **12. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "educational programs."

### **13. Restrictions on "Lobbying" and Policy Development**

In general, as a matter of federal law, federal funds may not be used by Subrecipients (and any Second-Tier Subrecipients), either directly or indirectly, to support the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government, in order to avoid violation of 18 U.S.C. 1913. Subrecipients (or any Second-Tier Subrecipients) may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by Subrecipients (and any Second-Tier Subrecipients), to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient (or any Second-Tier Subrecipient) would or might fall within the scope of these prohibitions, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior written approval of Cal OES.

### **14. Compliance with General Appropriations-law Restrictions on the use of Federal Funds**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.justice.gov/ovw/award-conditions> (Award Condition: General appropriations-law restrictions on use of federal award funds), and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by Subrecipients (and any Second-Tier Subrecipients) would or might fall within the scope of an appropriations or law restriction, Subrecipients are to contact Cal OES for guidance, and may not proceed without the express prior written approval of Cal OES.

## **15. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct**

Subrecipients (and any Second-Tier Subrecipients) must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Grant Subaward-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Grant Subaward should must also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

## **16. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters**

No Subrecipients (and any Second-Tier Subrecipients) under this Grant Subaward, or entity that receives a procurement contract or subcontract with any funds under this Grant Subaward, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this Grant Subaward, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

a. In accepting this Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):

- 1) Represent that they neither require, nor have required, internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
- 2) Certify that, if they learn, or are notified, that they have, or have been, requiring their employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written

notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:

1) Subrecipients represent that:

a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and

2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant Subaward is, or has been, requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

**17. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)**

Subrecipients (and any Second-Tier Subrecipients) must comply with, and are subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

## **18. Encouragement of Policies to Ban Text Messaging while Driving**

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

## **19. Compliance with Statutory and Regulatory Requirements**

Subrecipients (and any Second-Tier Subrecipients) agree to comply with all relevant statutory and regulatory requirements, which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

## **20. VAWA 2013 Nondiscrimination Condition**

Subrecipients (and any Second-Tier Subrecipients) acknowledge that 34 U.S.C. 12291(b)(13) prohibits Subrecipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. Subrecipients may provide sex-segregated or sex-specific programming if doing so is necessary to the essential operations of the program, so long as the Subrecipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. The Subrecipient (and any Second-Tier Subrecipient) agrees that it will comply with this provision.

## **21. Misuse of Award Funds**

Subrecipients (and any Second-Tier Subrecipients) understand and agree that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

## **22. Confidentiality and Information Sharing**

Subrecipients (and any Second-Tier Subrecipients) agrees to comply with the provisions of 34 U.S.C. 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of



compliance, such as policies and procedures for release of victim information. Subrecipients (and any Second-Tier Subrecipients) also agree to comply with the regulations implementing this provision at 28 CFR 90.4(b) and "Frequently Asked Questions (FAQs) on the VAWA Confidentiality Provision (34 U.S.C. 12291 (b) (2))" on the OVW website at <https://www.justice.gov/ovw/resources-and-faqs-grantees>.

### **23. Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability**

Subrecipients (and any Second-Tier Subrecipients) agree that Grant Subaward funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the solicitation or companion guide under which the application was submitted.

### **24. Policy for Response to Workplace-related Incidents of Sexual Misconduct, Domestic Violence, and Dating Violence**

Subrecipients (and any Second-Tier Subrecipients) must have a policy, or issue a policy within 270 days of the award date, to address workplace-related incidents of sexual misconduct, domestic violence, and dating violence involving an employee, volunteer, consultant, or contractor. The details of this requirement are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence), and are incorporated by reference here.

### **25. Performance Progress Reports and Final Report Submission**

Subrecipients agree to provide Cal OES with specific information regarding Grant Subawards. Subrecipients agree to submit an annual report that includes: a) an assessment of whether stated goals and objectives were achieved; b) information on the effectiveness of activities carried out with grant funds, including the number of persons served and the number of persons seeking services who could not be served; c) information on each Grant Subaward made; and d) such other

information as OVW may prescribe. Subrecipients must use the designated forms and/or systems made available by OVW for performance reporting, which identify the information that Subrecipients must collect and report as a condition of receiving funding under this award.

## **26. Publications Disclaimer for STOP Formula Subrecipients**

Subrecipients (and any Second-Tier Subrecipients) agree that all materials and publications (written, web-based, audio-visual, or any other format) resulting from subaward activities shall contain the following statement: "This project was supported by Subgrant No. ST23 06 0090 awarded by the state administering office for the Office on Violence Against Women, U.S. Department of Justice's STOP Formula Grant Program. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the state or the U.S. Department of Justice."

## **27. Copyrighted Works**

Pursuant to 2 C.F.R. 200.315(b), Subrecipients (and any Second-Tier Subrecipients) may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this Grant Subaward. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a Subrecipient (and any Second-Tier Subrecipient), of this Grant Subaward, for federal purposes, and to authorize others to do so.

In addition, Subrecipients (and any Second-Tier Subrecipients or contractors) must obtain advance written approval from Cal OES, and must comply with all conditions specified by Cal OES in connection with that approval, before: 1) using Grant Subaward funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this Grant Subaward.

It is the responsibility of Subrecipients (and any Second-Tier Subrecipients, contractors, or subcontractors as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

## **28. Ongoing Compliance with Statutory Certifications**

Subrecipients (and any Second-Tier Subrecipients) agree that compliance with the statutory certification requirements is an ongoing responsibility during the Grant Subaward period and that, at a minimum, a hold may be placed on the

Subrecipient's funds for noncompliance with any of the requirements of 34 U.S.C. 10449 (regarding rape exam payments), 34 U.S.C. 10449(e) (regarding judicial notification), 34 U.S.C. 10450 (regarding certain fees and costs), and 34 U.S.C. 10451 (regarding polygraphing of sexual assault victims). Non-compliance with any of the foregoing may also result in termination or suspension of the grant or other remedial measures, in accordance with applicable laws and regulations.

## **29. Requirements for Subrecipients Providing Legal Assistance**

Subrecipients (and any Second-Tier Subrecipients) agree that the legal assistance eligibility requirements, as set forth below, are a continuing obligation on the part of Subrecipients (and any Second-Tier Subrecipients).

a. The legal assistance eligibility requirements are:

- 1) any person providing legal assistance through a program funded under this grant program
  - a) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population; or
  - b) is partnered with an entity or person that has demonstrated expertise described in subparagraph (a); and
  - c) has completed or will complete training in connection with domestic violence, dating violence, stalking, or sexual assault and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide;
- 2) any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a state, local, territorial, or tribal domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate state, local, territorial, and tribal law enforcement officials;
- 3) any person or organization providing legal assistance through this grant program has informed and will continue to inform state, local, territorial, or tribal domestic violence, dating violence, stalking, or sexual assault programs and coalitions, as well as appropriate state and local law enforcement officials of their work; and
- 4) Subrecipients' (and any Second-Tier Subrecipients') organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, dating violence, domestic violence, or

child sexual abuse is an issue. Subrecipients also agree to ensure that any Second-Tier Subrecipient will comply with this condition.

### 30. Federal Funding Accounting and Transparency Act (FFATA)

- Yes    No
- Has the Subrecipient received \$25,000,000 or more in federal funds in the preceding fiscal year?
- If the answer is yes, does the amount of federal funds received equal 80% or more of the Subrecipient's annual gross revenue?
- If the answer is yes to the above two questions, did the Subrecipient report to the U.S. Security and Exchange Commission?

For additional information reference: [Award Condition: Reporting Subawards and Executive Compensation \(Updated as of September 2016\) | Office of Justice Programs \(ojp.gov\)](#).

#### **CERTIFICATION**

I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.

Official Designee's Signature: \_\_\_\_\_

Official Designee's Typed Name: Vern R. Pierson

Official Designee's Title: District Attorney

Date Executed: \_\_\_\_\_



## Grant Subaward Service Area Information

Grant Subaward #: VV23 06 0090

Subrecipient: El Dorado County

1. County or Counties Served:  
El Dorado County

County where principal office is located: El Dorado County

2. U.S. Congressional District(s) Served:  
5th District  
Represented by Congressman Tom McClintock

U.S. Congressional District where principal office is located: 5th District

3. State Assembly District(s) Served:  
State Assembly Districts are split between the 6th State Assembly District and the 5th State Assembly District  
5th State Assembly District represented by Joe Patterson  
6th State Assembly District represented by Kevin Kiley

State Assembly District where principal office is located: 5th and 6th State Assembly Districts

4. State Senate District(s) Served:  
1st State Senate District  
Represented by Brian Dahle

State Senate District where principal office is located: 1st State Senate District

5. Population of Service Area: 193,221 (2021)

**El Dorado County DA's Office**  
**Organizational Chart: FY 22/23**  
*Updated 5/22/2023*

**District Attorney**  
 Vern Pierson

**Admin Technician**  
 Savannah Brodrick

**Chief Asst. DA**  
 Joseph Alexander

**Chief Investigator**  
 Jeff Dreher

**Asst. DA**  
 James Clinchard

**Asst. DA**  
 Lisette Suder

**Asst. Chief Investigator**  
 Richard Pesce

**CORE DDAs**  
**Lead DDAs**  
 Adam McConney  
 Miles Perry  
**Deputy DAs**  
 Yvan Flores  
 Matthew Gallagher  
 Brittany Griffith  
 Blaire Gue  
 Nora Hall  
 Jason Manning  
 Jay Linden  
 Kelly Rosenbery  
 Ryan Whyte  
 Vacant  
 Vacant  
**SLT DDAs**  
 Kimberly Ashley  
 Casey Mandrell

**Special Prosecution Unit (SPU)**  
 April Flores  
 Mike Pizzuti  
**Special Victims Unit (SVU)**  
**Lead DDA**  
 Kassie Cardullo  
**Deputy DAs**  
 Colin Child  
 Mahjoubeh Foolad  
 Caitlin Franzen  
 Jodie Jensen

**Victim/Witness Unit**  
**VW Program Manager**  
 Patti Harrington  
**Sr. Program Specialists**  
 Vanessa Bragg  
 Gianina Richards  
**Program Specialists**  
 Julie Ehrlich  
 Renee Morehouse  
 Amy Nigro  
 Jennifer White  
 Vacant  
 Vacant  
 Vacant  
**CVFR VW Staff\*\***  
 Janet Boehm  
 Billie Feuerhelm  
  
 \*\*Contracted with the  
 Center for Violence Free  
 Relationships

**Sup. Investigator**  
 Bryan Kuhlmann

**Sup. Investigator**  
 Joseph Ramsey

**Support Staff**  
**Sr. Paralegal**  
 Victoria McMahon  
 Vacant  
**Paralegal**  
 Amanda Casillas  
 Ali Humphreys  
 Michelle Yopp  
**Legal Secretary**  
 Vacant  
**Sr. Office Assistant**  
 Dena Allen  
 Heidi Mayerhofer

**DA Investigators**  
**CORE**  
 Ricky Brown  
 Gary Malmquist  
 James Peterson  
 John Robertson  
 Omir Torres  
**GRANT**  
 Ryan Andelin  
 James Applegate  
 Simon Brown  
 Rhia Grotke  
 Rich Horn  
 Kelly Kent  
 Ryan Lorey  
 Andrea Luckenbach  
**Extra Help**  
 John Gaines  
 Ted Horlbeck  
 Chris Lindholm  
 Greg Murphy  
**Crime Analyst**  
 Sandra Rivas

**Investigative Asst.**  
 Samantha Proud  
 Ashlee Smith  
 Bonita Strain  
 Brynne Suder - EH  
 Riley Wilson  
  
**Dept. System Analyst**  
 Scott Burciaga  
  
**IT Dept. Specialist**  
 Matthew Taylor

**Central Fiscal – CAO**  
**Chief Agency Officer**  
 Kerri Williams  
**Fiscal Manager**  
 Hillary Crawford  
**Admin Analyst**  
 Justene Cline  
**Fiscal Tech**  
 Trever Rumery

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

<b>Subrecipient:</b> El Dorado County	<b>UEI #</b> DW8SM9A6YWR3	<b>FIPS #:</b>
<b>Grant Disaster/Program Title:</b> VIOLENCE AGAINST WOMEN VERTICAL PROSECUTION (VV) PROGRAM		
<b>Performance Period:</b> 01/01/24	<b>to</b> 12/31/24	<b>Subaward Amount Requested:</b> \$ 202,545
<b>Type of Non-Federal Entity</b> (Check Applicable Box)	<input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	

Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grant
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 2,731,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	Yes
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Sometimes
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

**Certification:** This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

<b>Signature: (Authorized Agent)</b>	<b>Date:</b>
<b>Print Name and Title:</b> Vern R. Pierson, District Attorney	<b>Phone Number:</b> 530-621-6474
<i>Cal OES Staff Only: SUBAWARD #</i>	



## Operational Agreement Summary

Grant Subaward #: VV23 06 0090

Subrecipient: El Dorado County

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. El Dorado District Attorney's Office	06/04/2021	07/01/21 to 06/30/24
2. El Dorado County Sheriff's Office	06/10/2021	07/01/21 to 06/30/24
3. Placerville Police Department	06/22/2021	07/01/21 to 06/30/24
4. South Lake Tahoe Police Department	06/22/2021	07/01/21 to 06/30/24
5. The Center for Violence Free Relationships	06/28/2021	07/01/21 to 06/30/24
6. Live Violence Free	06/22/2021	07/01/21 to 06/30/24
7. *agreements will be renewed timely*		to _____
8. _____		to _____
9. _____		to _____
10. _____		to _____
11. _____		to _____
12. _____		to _____
13. _____		to _____
14. _____		to _____
15. _____		to _____
16. _____		to _____
17. _____		to _____
18. _____		to _____
19. _____		to _____
20. _____		to _____