



Application Cover Sheet

RFA 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

VERN PIERSON, DISTRICT ATTORNEY

October 9, 2020

Mark Ghilarducci, 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 form 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.

Once a notification of award is received, 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.

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/>

Very Truly Yours,

Vern R. Pierson
District Attorney



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) 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;
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:
 - i. Are in an amount not to exceed \$10,000; and



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

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

- 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 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.
 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:

Issue Date:	12/22/1987	Sunset Review Date:	n/a
Revision Date:	08/15/2017	Sunset Review Date:	08/15/2021

Cal OES #		FIPS #		VS#		Subaward #	
-----------	--	--------	--	-----	--	------------	--

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. **DUNS#:** 087834029
2. **Implementing Agency:** District Attorney's Office 2a. **DUNS#:** 087834029
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:** VIOLENCE AGAINST WOMEN VERTICAL PROSECUTION (VV) PROGRAM 6. **Performance** 1/1/2021 **to** 12/31/2021
Period: (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.	2020	STOP		\$202,545		\$67,515		\$67,515	\$270,060
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost		\$202,545	\$202,545	\$67,515		\$67,515	\$270,060

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)

PROJECT CONTACT INFORMATION

Subrecipient: _____ Subaward #: _____

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below.

1. The **Project Director** for the project:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

2. The **Financial Officer** for the project:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

4. The **person** having **Routine Fiscal** responsibility for the project:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

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

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

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

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

SIGNATURE AUTHORIZATION

Subaward #: VV20 03 0090

Subrecipient: County of El Dorado

Implementing Agency: District Attorney's Office

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

***Project Director:** Vern R. Pierson

Signature: _____

Date: _____

***Financial Officer:** Kerri Williams-Horn

Signature: _____

Date: _____

The following persons are authorized to sign for the **Project Director**

Signature _____

James Clinchard

Printed Name _____

Signature _____

Joseph Alexander

Printed Name _____

Signature _____

Printed Name _____

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 Information Instructions

The Certification of Assurance of Compliance is a binding affirmation that Subrecipients will comply with the following regulations and restrictions:

- State and federal civil rights laws,
- Drug-Free Workplace,
- California Environmental Quality Act,
- Lobbying restrictions,
- Debarment and Suspension requirements,
- Proof of Authority documentation from the city council/governing board, and
- Federal grant fund requirements.

The Applicant is required to obtain written authorization by the governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES (see *Subrecipient Handbook (SRH)* Section 1.005 and Section IV. of this form).

The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form. For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), with a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name, and/or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the federal program Special Conditions change after the approval of the Grant Subaward.



Grant Subaward Certification of Assurance of Compliance
STOP Violence Against Women Formula Grant Program

Subrecipient: _____ Grant Subaward #: _____

I, _____ hereby certify that the above
(Official Designee; same person as Section 15 of the Grant Subaward Face Sheet)

Subrecipient is responsible for reviewing the SRH and adhering to all of the Grant Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds – SRH Sections 14.005

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure a single audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to allocate federal funds for the audit costs.

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

II. Equal Employment Opportunity – SRH Section 2.025

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requested or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law.

Subrecipients certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.

EEO Officer: _____

Title: _____

Address: _____

Telephone Number: _____

Email Address: _____

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

The State of California requires that every person or organization receiving a Grant Subaward or contract shall certify it will provide a drug-free workplace.

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

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded Subrecipients to certify compliance with CEQA. Subrecipients must certify they have completed, and will maintain on file, the appropriate CEQA compliance documentation.

V. Lobbying – SRH Sections 2.040 and 4.105

Grant Subaward funds, property, and funded positions must not be used for any lobbying activities. This includes, but is not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

VI. Debarment and Suspension – SRH Section 2.045

Subrecipients receiving federal funds must certify that they will adhere to Federal Executive Order 12549, Debarment and Suspension. The Subrecipient certifies that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency.

The Subrecipient certifies that it will not make any Second-Tier Subaward, or enter into any contract greater than \$25,000, with parties that are debarred, suspended, or otherwise excluded or ineligible for participation in Federal programs or activities.

VII. Proof of Authority from City Council/Governing Board – SRH Section 1.055

Subrecipients accept responsibility for and must comply with the requirement to obtain a signed resolution from governing body (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 Grant Subaward

(and applicable Grant Subaward Amendments) with Cal OES. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the Subrecipient and the Official Designee. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that Grant Subaward funds received from Cal OES shall not be used to supplant expenditures controlled by the governing board.

Subrecipients are required to obtain written authorization by the governing body (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 Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. The Applicant is also required to maintain said written authorization on file and make readily available upon demand.

VIII. Civil Rights Compliance – SRH Section 2.020

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

IX. Federal Services*Training*Officers*Prosecutors (STOP) Violence Against Women Formula Grant Program Special Conditions

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

The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (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. The Subrecipient also agrees that all financial records pertinent to this award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.333, 200.336.

2. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OVW authority to terminate award)

The Subrecipient 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 or individuals defined (for purposes of this condition) as "employees" of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site 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.

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

The Subrecipient 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 award appears on the OVW website at <https://www.justice.gov/ovw/conference-planning>.

4. Effect of Failure to Address Audit Issues

The Subrecipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the Subrecipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

5. Reporting Potential Fraud, Waste, Abuse, and Similar Misconduct

The Subrecipients must promptly refer to the DOJ Office of the Inspector

General (OIG) any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (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 award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

6. Compliance with General Appropriations-Law Restrictions on the Use of Federal Funds for this Fiscal Year

The Subrecipient 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 a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

7. Restrictions and Certifications Regarding Non-Disclosure Agreements and Related Matters

No Subrecipient, or entity that receives a procurement contract or subcontract with any funds under this award, 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 award, 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 award, the Subrecipient:
 - o Represents that it neither requires nor 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
 - o Certifies that, if it learns or is notified that it 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, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

- b. If the Subrecipient does or is authorized under this award to make Subawards, procurement contracts, or both:
 - o It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a Second-Tier Subaward, procurement contract, or subcontract under a procurement contract) 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 (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
 - o It certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this award 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, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of)

such obligations only if expressly authorized to do so by that agency.

8. 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 Subrecipient understands that DOJ encourages Subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

9. Additional DOJ Awarding Agency Requirements

The Subrecipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the Subrecipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

10. OVW Training Guiding Principles

The Subrecipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Subrecipients, available at <https://www.justice.gov/ovw/resources-and-faqs-grantees#Discretionary>.

11. Compliance with Statutory and Regulatory Requirements

The Subrecipient must 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.

12. Misuse of Award Funds

The Subrecipient understands and agrees 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.

13. Consultant Compensation Rates

The Subrecipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, Subrecipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, Subrecipients are required to maintain documentation to support all daily or hourly consultant rates.

14. Publications disclaimer for STOP Formula Subrecipients

The Subrecipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from Grant Subaward activities shall contain the following statement: "This project was supported by Grant Subaward No. _____ 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."

15. Activities that compromise victim safety and recovery or undermine offender accountability

The Subrecipient agrees 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 under which the approved application was submitted.

16. Copyrighted Works

Pursuant to 2 C.F.R. 200.315(b), the Subrecipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. 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 of this award, for federal purposes, and to authorize others to do so.

In addition, the Subrecipient must obtain advance written approval from the OVW program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award 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 award.

It is the responsibility of the Subrecipient (and of each contractor, or subcontractor as applicable) to ensure that this condition is included in any Second-Tier Subaward, contract, or subcontract under this award.

17. Requirement to report actual or imminent breach of personally identifiable information (PII)

The Subrecipient 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 it -- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.79) within the scope of an OVW grant-funded program or activity, or 2) uses or operates a Federal information system (as defined in OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OVW Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

18. Unreasonable restrictions on competition under the award; association with

federal government

No Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by DOJ. The details of the Subrecipient's obligations under this condition are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Unreasonable restrictions on competition under the award; association with federal government), and are incorporated by reference here.

19. Determinations of suitability to interact with participating minors

This condition applies to this award if it is indicated in the application for the award (as approved by DOJ), the DOJ funding announcement (solicitation), or an associated federal statute - that a purpose of some or all of the activities to be carried out under the award (whether by the Subrecipient) is to benefit a set of individuals under 18 years of age.

The Subrecipient 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 web site 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.

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The Subrecipient 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.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. 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 that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients and Subrecipients that are faith-based or religious organizations.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the Subrecipient, either directly or indirectly, in support of 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. The Subrecipient 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 the Subrecipient 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, Second-Tier Subaward, 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 would or might fall within the scope of these prohibitions, the Subrecipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

24. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to

employees)

The Subrecipient must comply with, and is 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.

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the Subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

25. VAWA 2013 nondiscrimination condition

The Subrecipient acknowledges that 34 U.S.C. § 12291(b)(13) prohibits recipients 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 agrees that it will comply with this provision.

26. Non-supplantation

The Subrecipient agrees that Grant Subaward funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

27. Confidentiality and information sharing

The Subrecipient 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. The Subrecipient also agrees 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>.

28. Requirements for Subrecipients providing legal assistance

The Subrecipient agrees that the legal assistance eligibility requirements, as set forth below, are a continuing obligation on the part of the Subrecipient. 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) (i) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A); and (ii) 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) the Subrecipient's 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. The Subrecipient also agrees to ensure that any Second-Tier Subrecipient or contractor will comply with this condition. The Subrecipient agrees that it will comply with this provision.

29. Hiring Documents

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the funds.

30. Policy for response to workplace-related incidents of sexual misconduct, domestic violence, and dating violence

The Subrecipient, 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 web site 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.

31. Requirements related to System for Award Management and unique entity identifiers

The Subrecipient 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 current information in SAM.

The Subrecipient also must comply with applicable restrictions on Second-Tier Subawards, including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's 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.

32. Performance progress reports and final report submission

The Subrecipient agrees to submit an annual report. 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.

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

CERTIFICATION	
<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 swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.</p>	
Official Designee's Signature: _____	
Official Designee's Typed Name: _____	
Official Designee's Title: _____	
Date Executed: _____	
Federal Employer ID #: _____ Federal DUNS #: _____	
Current System for Award Management (SAM) Expiration Date: _____	
Executed in the City/County of: _____	
AUTHORIZED BY:	
City Financial Officer	County Financial Officer
City Manager	County Manager
Governing Board Chair	
Signature: _____	
Typed Name: _____	
Title: _____	

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: El Dorado County District Attorney's Office		Subaward #: VV20 03 0090		
A. Personal Services – Salaries/Employee Benefits		2020 STOP	2020 STOP MATCH	COST
Deputy District Attorney - 1.00 FTE Salary - \$11,172.92 x 12 Mo x 1.00 FTE = \$134,076 - Only charging \$128,000		\$108,370	\$19,630	\$128,000
Benefits Retirement/PERS (27.75% of charged salary) = \$35,520 - Only charging \$8,824 Medicare (1.45% of charged salary) = \$1,856 Health Insurance (5.05% of charged salary) = \$6,464 Unemployment Ins (0.309% of charged salary) - \$396 - Not charging Disability (0.25% of charged salary) - \$320 - Not charging Workers Comp (0.851% of charged salary) - \$1,089 - Not charging		\$8,824 \$1,856 \$6,464		\$8,824 \$1,856 \$6,464
Provides vertical prosecution of Adult Sexual Assault and Aggrevated Domestic Violence Cases, effective communicate with Project team, maintains a reduced caseload of 25 cases or less, document cases appropriately, performs risk assessments of offenders, makes reasonable efforts to resist pre-trial releases and attends meeting and trainings.				
Benefits including: health, dental, vision, retirement, unemployment, medicare, workers comp and disability.				
District Attorney Investigator - 0.27 FTE (Gen Fund Cash Match) Salary - \$11,305 x 12 Mo x 0.27 FTE = \$36,628			\$36,628	\$36,628
Benefits Retirement/PERS (38.06% of charged salary) = \$13,941 - Only charging \$5,000 Medicare (1.45% of charged salary) = \$531 Health Insurance (13.83% of charged salary) = \$5,066 Unemployment Ins (0.309% of charged salary) = \$113 - Not charging Disability (0.25% of charged salary) = \$92 - Not Charging Workers Comp (0.851% of charged salary) = \$312 - Not charging			\$5,000 \$531 \$5,066	\$5,000 \$531 \$5,066
Provides dedicated investigative services to case of Adult Sexual Assault and Aggrevated Domestic Violence, effective communication with project team; performs risk assessments of offenders, documents cases appropriately, and attends regularly scheduled				
Benefits including: health, dental, vision, retirement, unemployment, medicare, workers comp and disability.				
This source of match will be derived from services provided by a District Attorney Investigator and are directly related to accomplishing the objectives and goals of the program.				
Personal Section Totals		\$125,514	\$66,855	\$192,369
PERSONAL SECTION TOTAL				\$192,369

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: El Dorado County District Attorney's Office		Subaward #: VV20 03 0090	
B. Operating Expenses	2020 STOP	2020 STOP MATCH	COST
1.00 FTE Victim Advocate (Participating Staff) Participation staff contracted through The Center for Violence-Free Relationships Billing rate \$6,100/month x 12 months = \$73,200 (Only \$25,000 of contract amount used in MTDC calculation)	\$73,200		\$73,200
Training/Travel-Related Expenses for In-State & Regional Trainings: Program Staff to Attend Estimated 2 Trainings or Related Event (Dates/Events TBD)			
Registration: \$200/person x 2 events = \$400	\$400		\$400
Meals: Max \$71/day x 3 days x 2 events = \$426 (County Travel Policy/GSA)	\$426		\$426
Hotel: \$90/night x 3 nights x 2 events = \$540 (County Travel Policy/GSA)	\$540		\$540
Mileage: \$0.575/mi (Current Federal Rate)*300 miles x 2 = \$345	\$345		\$345
Airfare - \$250/roundtrip x 2 flights = \$500	\$500		\$500
Computer Tablets & Accessories (includes taxes, fees and delivery) To swiftly facilitate the on-line application process in the field or in the office Estimate for (2) tablets and travel accessories necessary to prevent breakage <i>*Due to the recent COVID-19 pandemic, the program is requesting these additional tablets for simultaneous ease of accessibility for both Advocates and Victims.*</i>	\$900		\$900
Cell Phone/Data Stipend for Victim Advocate \$60/month x 12 months = \$720 To provide cell and data service to enable the swift facilitation of the on-line application while in the field.	\$720		\$720
Cell Phone/Data Stipend for District Attorney \$55/month x 12 months x 1 FTE = \$660 To provide cell and data service to enable the swift facilitation of necessary communications while in the field.		\$660	\$660
de Minimis indirect rate* *MTDC \$199,681 x 10% = \$19,968 (Not Charging) Calculation Worksheet Attached			
Includes administrative costs associated with the Special Victims Unit, VV Program, of the El Dorado County District Attorney's Office.			
Operating Section Totals	\$77,031	\$660	\$77,691
OPERATING SECTION TOTAL			\$77,691

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: El Dorado County District Attorney's Office		Subaward #: VV20 03 0090	
C. Equipment	2020 STOP	2020 STOP MATCH	COST
None.			
Equipment Section Totals			
EQUIPMENT SECTION TOTAL			
Category Totals			
<i>Same as Section 12G on the Grant Subaward Face Sheet</i>	\$202,545	\$67,515	
Total Project Cost			\$270,060

Budget Narrative

The El Dorado County District Attorney's Office 2021 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 efficient prosecution of crimes against women and strengthening the services provided to victims of these crimes. The crime types the District Attorney's Office will continue to focus on for this grant are Violence Against Adult Vulnerable Victims, aggravated felony cases of Domestic Violence, and Stalking.

The Governor's Office of Emergency Services (Cal OES) has allocated \$202,545 in 2020 STOP funds with a \$67,515 2020 STOP local match for this program, for a total program cost of \$270,060.

Personal Services – Salaries/Employee Benefits:

Employee salary and benefits represent 71.2% of the District Attorney's Office 2021 Violence Against Women Vertical Prosecution (VV) Program budget. A 1.0 FTE Project Attorney will maintain assignment to the program with salary and benefits totaling \$145,144. 13.52% of the total salary and benefits of the Project Attorney will be used as a General Fund cash match. A 0.27 FTE District Attorney Investigator (Project Investigator) will maintain assignment to this program with salary and benefits totaling \$47,225. 100% of the 0.27 FTE salary and benefits for the Project Investigator will be used as a General Fund cash match.

The project-funded staff duties provided by the Project Attorney will include, but not be limited to, vertical prosecution of only project cases, maintaining regular contact with the Project Investigator and Victim Advocate, report preparation, and attending monthly multidisciplinary team meetings and regularly scheduled Project team meetings. The services to be performed by the Project Attorney support the proposed objectives and activities outlined in the project narrative. By assigning a full-time dedicated Attorney to the project, the District Attorney's Office is able to ensure the time commitment necessary to support the strengthening of the criminal justice system response when a violent crime against a vulnerable victim occurs.

The qualifications of the Project Attorney include participating in forensic interviews, preparing cases for filing, conducting preliminary hearings and other pre-trial hearings, writing legal briefs, and conducting jury trials. The Project Attorney has maintained a position in the Special Victims Unit (SVU) for the past three years. The Project Attorney has five years of experience prosecuting felony cases including homicide, rape, child molestation and domestic violence cases involving serious bodily injury. The education level of the Project Attorney is a Juris doctor (JD) with an emphasis in advocacy and dispute resolution.

The Project Attorney will be housed in the main Placerville office but will split time between the Placerville and South Lake Tahoe offices as needed. All qualifications for employment and the required training/certifications have been met by the Project Attorney.

The project-funded staff duties provided by the Project Investigator will include, but are not limited to, coordinating and scheduling interviews for law enforcement, conducting follow-up investigations related to project cases, documenting multi-disciplinary Interviews, preparing affidavits and search or arrest warrants, serving as Investigative Officer for both preliminary hearings and jury trials, and attending quarterly multidisciplinary team meetings and regularly scheduled Project team meetings. The services to be performed support the proposed objectives and activities as explained in the project narrative. When not working on project-funded cases, the Project Investigator will perform the regular duties of a District Attorney Investigator.

The qualifications of the Project Investigator include 23 years of law enforcement experience and the completion of trainings and workshops for sexual assault, domestic violence, violent crimes and human trafficking. The education level of the Project Investigator is a Bachelor's Degree in Recreation Administration, an Associate's Degree in Administration of Justice, and an Advanced Peace Officer Standard and Training Certificate.

The Project Investigator will be housed in the main Placerville office and will commute between the Placerville (west slope) and South Lake Tahoe (east slope) office as needed. The salary and benefits for the Project Investigator is budgeted from the Agency's Core Investigations budget (General Fund). All qualifications for employment and the required training/certification have been met by the Project Investigator.

The salaries and benefits of the Fiscal Division are not currently paid by funds from this grant; however, this division does provide direct services for the fiscal requirements of this grant. The Chief Fiscal Officer and Administrative Analyst provide services that include, but are not limited to, reviewing grant documents for financial matters, preparing budgets and modifications, monitoring compliance with regulations and procedures mandated by the funding source, ensuring the appropriate expenditure of grant funds, and preparing quarterly reports.

Any required certificates are available upon request. All positions maintain functional, detailed time sheets and 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 and are reflected in the Personal Service section of this report.

Operating Expenses:

The budgeted operating expenses covered by this grant are necessary expenditures and are required in order to meet the program objectives. The operating expenses include a participating staff agreement for a Victim Advocate, in-state training/travel expenses, computer tablets and accessories, and a cell phone/data stipend for the Victim Advocate and the Project Attorney.

Upon approval of the Violence Against Women Vertical Prosecution (VV) Program grant award, the District Attorney's Office will renew a Participating Staff contract for advocate services provided by a Victim Advocate from The Center for Violence-Free Relationships (The Center). The services provided by the advocate will include immediate crisis intervention, support services, as needed referrals to appropriate agencies, providing support during the interview process and court proceedings and exchanging information at quarterly multi-disciplinary team meetings. The contract and Operational Agreement with The Center for Violence-Free Relationships will comply with Section 4300.1 of the 2020 Subrecipient Handbook.

The services to be performed by the Victim Advocate support the proposed objectives and activities outlined in the project narrative. By assigning a full-time dedicated advocate to the project, the District Attorney's Office is able to ensure the necessary time commitment needed to support the strengthening of the criminal justice system response to violent crimes against vulnerable victims.

The Victim Advocate from The Center meets Evidence Code §1035-1036.2 requirements for a sexual assault counselor and §1037-1037.7 for a domestic violence counselor, and has completed the California Crime Victim Assistance Association (CCVAA) Entry Level Advocate Certification required for this grant project.

The qualifications of the Victim Advocate includes completion of the required 60 hour+ advocate counselor training for domestic violence and sexual assault through the Department of Justice, attendance at mandatory yearly trainings (12 hrs) required to maintain counselor certification (now overseen by Cal OES), 19 years of domestic violence and sexual assault counseling with crisis intervention and victim advocacy, and 16 years of experience as a Paralegal.

The El Dorado County District Attorney's Office will continue with a second tier subaward with The Center for Violence-Free Relationships as outlined in the contract and Operational Agreement covering the award period. The Operational Agreement will be executed prior to the beginning of the grant term and will be available upon request.

In-state training/travel expenses for Project staff to attend all necessary and required training conferences and/or workshops is included in the operating budget. The trainings will include a California District Attorney's Association (CDAA) sponsored training on domestic violence, dating violence, sexual assault and/or stalking as offered. Due to the current Novel Coronavirus (COVID-19) pandemic, travel and trainings may be limited. Staff anticipates increased opportunities for online web-based trainings.

Two computer tablets and accessories as well as cell phone/data costs are also included in the operating budget. The tablets and accessories will be purchased to ensure the Project staff is able to swiftly facilitate the on-line application process while in the office or in the field. The COVID-19 pandemic

has also applied some strain on victim resources. The tablets are further intended for the direct use by victims when meeting with Project Staff. Both Project Staff and victims will be able to utilize separate tablets simultaneously, following the implemented social distancing recommendations. The cell phone/data stipend will help ensure the Project Advocate and Project Attorney can obtain cellular and data service while in most rural areas of the county. Cell phone coverage will also allow staff to respond quickly when in the field or teleworking. The cell phone costs for the DDA are covered as part of the cash match.

The facility and administrative costs of the SVU Unit of the El Dorado County District Attorney's Office include, but are not limited to, facility rental and associated security system, office equipment and supplies, postage, liability insurance, data processing, utilities, and telecommunication services. The District Attorney's Office is focused on minimizing administrative costs in support of direct services and unless additional grant funding becomes available, it is currently anticipated these costs will be absorbed by the Core Prosecution and Investigation budget (General Fund).

There are no subcontracts or unusual expenses included in the operating expenses budget page.

Equipment:

There are no funds budgeted for equipment.

Subrecipient: El Dorado County District Attorney Subaward #: VV20 03 0090

Project Narrative

A. Problem Statement

Not included.

B. Plan

1) *The Process for referral of cases to the unit, including the source of the referrals.*

The El Dorado County District Attorney's Office (EDCDAO) maintains a Special Victims Unit (SVU) in which experienced Deputy District Attorneys are assigned to vertically review and prosecute cases involving domestic violence, adult sexual assault, elder abuse, human trafficking, stalking, sexual and physical abuse on children, sex offender registration, and child pornography. Currently, the SVU consists of five attorneys, three investigators, one program coordinator, seven victim/witness specialists, two claims specialists, one paralegal, and one mental health counselor. The VV Prosecutor (Project Attorney), VV Investigator (Project Investigator), and VV Advocate (Project Advocate) are all a part of this larger unit.

Each attorney within the SVU is required to review potential VV Project cases for filing decisions. Most of the VV Project referrals come from cases where the suspect has been arrested within the past 48 hours and is still in custody pending a filing decision. Every weekday morning a Deputy District Attorney from the SVU is assigned to look at the list of those individuals recently arrested, determine if the charges fall within the parameters of the SVU and then

Subrecipient:El Dorado County District Attorney's Office Subaward#: VV20 03 0900

review corresponding police reports submitted from one of our local agencies: El Dorado County Sheriff's Office (EDSO), Placerville Police Department (PPD), South Lake Tahoe Police Department (SLTPD), or California Highway Patrol (CHP). The police reports are automatically transmitted early each morning through an online portal directly from the arresting agency and often include photographs of the victims' injuries and other important information.

In some of the most serious SVU cases, either detectives from the respective agencies or one of our other multidisciplinary team members, notifies the SVU Team Lead of a crime even before the suspect's name appears on the in-custody list. In those circumstances, the Project Advocate and Project Investigator are able to reach out to the victim almost immediately after the crime to maximize services and ensure the most successful prosecution. For example, on a recent case, the Lead SVU attorney was notified of an aggravated domestic violence situation where the victim was badly beaten. The Project Investigator was quickly able to determine that the victim was admitted to the hospital with multiple broken bones and other injuries. The Program Advocate was able to speak to nursing staff and get a phone to the victim (COVID restrictions prevented an in-person visit). Although the victim was in incredible pain she was able to explain that she had nowhere to go. The Program Advocate was able to coordinate a safe shelter and continues to work closely with her.

Finally, all domestic violence, stalking, sexual assault, and elder abuse cases submitted for filing to the SVU where the suspect is not in custody are screened by an SVU Deputy District Attorney within two days of being logged into our office for review of charges.

Once a case is reviewed for a filing decision, the Project Attorney immediately notifies the Project Advocate about the decision so that the victim can be notified. The Project Advocate then contacts the victim and ensures the victim has been referred to the our community based partner, The Center For Violence-Free Relationships (CVFR), begins the claims application process with the California Victim Compensation Board (CalVCB), assists with other relevant services, explains the criminal justice process, and notifies the victim about the case status. If a case is rejected, the Project Attorney and Advocate always provide the victim an opportunity to meet in person to discuss that decision.

A copy of these required policies have been given to the entire SVU unit, including the Project Attorney, Project Investigator, and Project Advocate. A hard copy is kept with the SVU Team Lead as well as the Assistant District Attorney overseeing the SVU.

Furthermore, these procedures allow for the Project Investigator to gather important follow-up for interviews, to take photographs of injuries not initially visible, to obtain medical records and texting communications before they are deleted, and to identify other important leads faster, ensuring a more thorough and accurate investigation. Also, the Project Advocate is able to coordinate

services and quickly secure protective orders to better protect and serve victims of violent crimes.

2) *Process to determine eligibility for Vertical Prosecution case assignment to True Vertical Prosecution, Major Stage Vertical Prosecution, or Unit Vertical Prosecution.*

Once a SVU attorney files a felony case that fits the VV Program criteria, the SVU Lead Deputy District Attorney reviews the details and makes the final determination. Because of the initial research done on each case, there is already important data collected as to which victims would be best served by having the Project Attorney assigned as the prosecutor.

For a case to be assigned to the VV Project Attorney, the SVU Lead Deputy District Attorney assesses the many factors in determining if a case should be Major Stage Vertically Prosecuted by the VV Program Attorney, including the extent of the injuries to the victim, what/if any weapons were used, whether there were prior acts of violence between the parties, the level of services anticipated the victim will need, the complexity of the fact pattern, and the extent of follow-up investigations still needed. Open cases currently identified to be considered VV Program cases assigned to the Project Attorney include: aggravated crimes of domestic violence including felony violations of PC 273.5(a) where great bodily injury was inflicted on the victim, a past history of domestic violence, weapons were used, or criminal threats were made. VV

Program criteria also includes violations of PC 664/187, aggravated violations of PC 646.9 (stalking) and PC 422 (criminal threats), The sexual assault cases include criminal charges for violations of PC 261, PC 262, PC 264.1, PC 287, and PC 289.

Once a filed case is determined to be a VV Program case, it is assigned to the Project Attorney unless his caseload is too high (above 25 active cases), at which time a VV Program case will be assigned for vertical prosecution by another Deputy District Attorney within the SVU. The Project Attorney only prosecutes VV Program cases.

Simultaneously, all VV Program cases are referred to the Project Advocate for victim notifications and the Project Investigator for any additional follow-up requests. All VV Program cases that are rejected for prosecution are still referred to the Project Advocate for victim services. Cases where further investigation is needed before a filing decision can be made are referred to the Project Investigator who then works closely with the SVU Deputy District Attorney to ensure all relevant information is obtained for an informed filing decision. In just the last six months the Project Investigator has conducted over 70 investigation requests, written search warrants, and attended several victim meetings with the Project Attorney and Project Advocate.

All VV Program cases are being handled using major stage vertical prosecution. The Project Attorney (or other SVU Attorney if the Project Attorney has reached capacity) is present in court for all major stages including pretrial

release hearings, bail modification requests, preliminary hearings, pre-trial motions, readiness and settlement conferences, trials, judgment, and sentencings. The Project Attorney is also present to argue all defense motions for a continuance and object when appropriate in order to ensure victims receive swift justice.

The Project Advocate attempts to contact victims immediately upon receiving a referral from a Deputy District Attorney. Cases are reviewed to obtain contact information for the victims. The Project Advocate contacts the victims and provides information about the criminal case status and educates victims about the criminal justice system and clarifies any misinformation they may have received. During that initial contact by the Project Advocate, victims are provided with detailed information about Marsy's Law to inform them of their rights as well as information about the CalVCB benefits that victims are eligible to receive as a result of being the victim of a crime. The Project Advocate assists in completing applications with the victims and submits them to the CalVCB Claims Department for processing and eligibility. The Project Advocate also makes referrals to the appropriate domestic violence/sexual assault community based organization for crisis intervention and counseling assistance. The Project Advocate contacts victims to provide case updates when new information is available and provides court accompaniment, assistance and support when a victim is subpoenaed to attend a court hearing or trial, or exercises their right to present a victim impact statement at

sentencing. The Project Advocate also ensures court ordered protective orders are provided to victims in a timely manner and information is offered on completing and submitting restitution claim forms. Victims are given contact information for the Project Advocate and are encouraged to reach out to address their questions and concerns. Overall, the Project Advocate covers a multitude of tasks including educating, problem-solving, listening, speaking, supporting, empathizing, and helping victims regain some sense of control during the stressful criminal case process.

3) *Multi-Disciplinary Team Meetings Attended by Unit Staff*

As a result of the VV Program, EDCDAO has established strong coordinated community response activities. The Project Attorney, Project Advocate, and Project Investigator meet monthly in both the West Slope and SLT to collaborate on VV Program case updates with partnering agencies including EDSO Detectives, the PPD Detective, SLTPD Detectives, Child Protective Services (CPS), Program Directors for the Sexual Assault Response Team (SART) clinics, all SVU team members, EDCDAO victim program staff, victim service providers from CVFR and Live Violence Free (LVF), mental health providers and Department of Justice. The Project Attorney prepares a monthly agenda based on cases that need discussion for follow up decisions or updates, and in each meeting one particular case is discussed in detail to assist all team members in improving services to victims falling under the VV Program. This new

practice has been very effective and has helped victims tremendously in several ways. First, the Project Advocate is able to provide the victim and their family monthly updates, enforcing their confidence in their team and the criminal justice system. Additionally, necessary follow-up is being conducted in a more timely and efficient manner. The social workers who attend these meetings are also able to provide invaluable information about how the victim is coping with the trauma from the incident so that we, as a prosecuting agency, can tailor our strategy to suit the needs of specific victims. Cases are also now collaboratively being discussed so investigative, filing, and disposition decisions are made by the Project Attorney with complete information.

Almost every victim that the Project Advocate has been in contact with to date indicates that they have received appropriate victim literature from patrol level law enforcement.

EDCDAO invited community leaders to meet and discuss creating an overall systems change for vulnerable domestic violence victims in El Dorado County (EDC). Since January of 2018, dedicated and motivated leaders from CVFR, New Morning, Big Brother, CASA (Court Appointed Special Advocate), The Community Foundation, El Dorado County Department of Health and Human Services (EDC DHHS), EDC Probation, EDC Department of Education, EDC Superior Court, EDC Sheriff's Department and Placerville Police Department have joined the SVU Team Lead and the Project Advocate in productive monthly meetings addressing ways to close the gap in services provided to

vulnerable victims. The focus is on preventing victimization of vulnerable populations through community outreach, as well as communication and information sharing to better serve victims navigating through court systems.

EDCDAO also attends monthly meetings with Adult Protective Services to collaborate on victims of elder and dependent adult abuse. EDCDAO, EDC DHHS, and EDC County Council regularly correspond and collaborate when child victims are involved in both systems, including being secondary victims and witnesses to violence against women.

All SVU team members meet weekly to determine what new cases should be classified as VV Program, receive updates from the Project Advocate on how victims are doing, obtain updates on Project Investigator follow-up investigations, discuss upcoming trial strategies, and determine case coverage if the Project Attorney has a conflict or is otherwise unavailable. The Project Attorney is able to request all follow up investigations directly to the Project Investigator through our electronic case management system. The Project Attorney and Project Investigator are able to collaborate daily and prioritize investigations. Additionally, the Project Investigator is able to ensure that follow up requests from the originating law enforcement agencies are being conducted in a more timely and efficient manner.

The Project Attorney discusses all violent and serious felonies with the SVU Team Lead and Assistant District Attorney before each major stage of the case, and before drafting any potential settlement offer. The Assistant District Attorney

and/or SVU Team Lead regularly verify the Project Attorney caseload remains close to twenty-five open cases and ensures the Project Attorney has enough time to effectively prosecute VV Program cases.

4) *Plan to ensure all victims are provided with either direct services or referrals to appropriate victim service providers.*

During Fiscal Year 2019-2020 the Project Advocate has provided services to victims, including females, males, children, and members from the LGBTQ community. These services have included virtual and in person court accompaniment and support, crisis intervention and response, resource and referral assistance, criminal justice system orientation, and victim compensation claim assistance. The Project Advocate provides information to every victim about the availability of benefits to them by applying to available assistance programs. The Project Advocate assists in the completion of the applications for the victims and their children to apply for CalVCB benefits and explains the procedures and documentation necessary to facilitate their requests. Once the application process is completed and submitted to the claims department, the Project Advocate monitors the claim status and updates the victim. The Project Advocate acts as a liaison between the Claims Department and the victim to ensure all required documentation is provided to the Victim Compensation Board for the benefits they are requesting. When necessary, the Project Advocate problem-solves when unusual circumstances arise in their request and

advocates on behalf of the victims with CalVCB supervisors and staff. As part of our case management and to ensure the quality of the case management services provided to our victims, the project advocate will continue attending the weekly victim-witness unit meetings, bi-weekly case management meetings with a Licensed Marriage Family Therapist, and various Mental and Emotional Health trainings such as Serving Victims in COVID-19 Times, Suicide Prevention and Intervention, and Sexual Assault Response Summits. These trainings are pivotal and helpful to the development of the individual case management plans created for the victims to help in the continuous search for healing.

5) *Plan for prosecuting cases transferred to another jurisdiction.*

Since receiving the VV Program grant, there have been no cases that were transferred out of our jurisdiction to any other prosecuting agency once charges were filed. In the event this should occur, EDCDAO and the Project Attorney would collaborate and share all available information and provide the other jurisdiction with all accessible resources. The Advocate would create a dual case management to establish and maintain services for the victim, and would collaborate to provide necessary transportation for court or local services to provide the most convenient services for the victim.

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

Subrecipient _____ **Duns#** _____ **FIPS#** _____
Disaster/Program Title: _____
Performance Period: _____ to _____ **Subaward Amount Requested:** _____
Type of Non-Federal Entity (Check Box): State Gov. Local Gov. JPA Non-Profit Tribe

Per Title 2 CFR § 200.331, 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?	
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	
3. How many grants does your organization currently receive?	
4. What is the approximate total dollar amount of all grants your organization receives?	
5. Are individual staff members assigned to work on multiple grants?	
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	
7. How often does your organization have a financial audit?	
8. Has your organization received any audit findings in the last three years?	
9. Do you have a written plan to charge costs to grants?	
10. Do you have written procurement policies?	
11. Do you get multiple quotes or bids when buying items or services?	
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	
13. Do you have procedures to monitor grant funds passed through to other entities?	

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

Signature: (Authorized Agent) _____ **Date:** _____

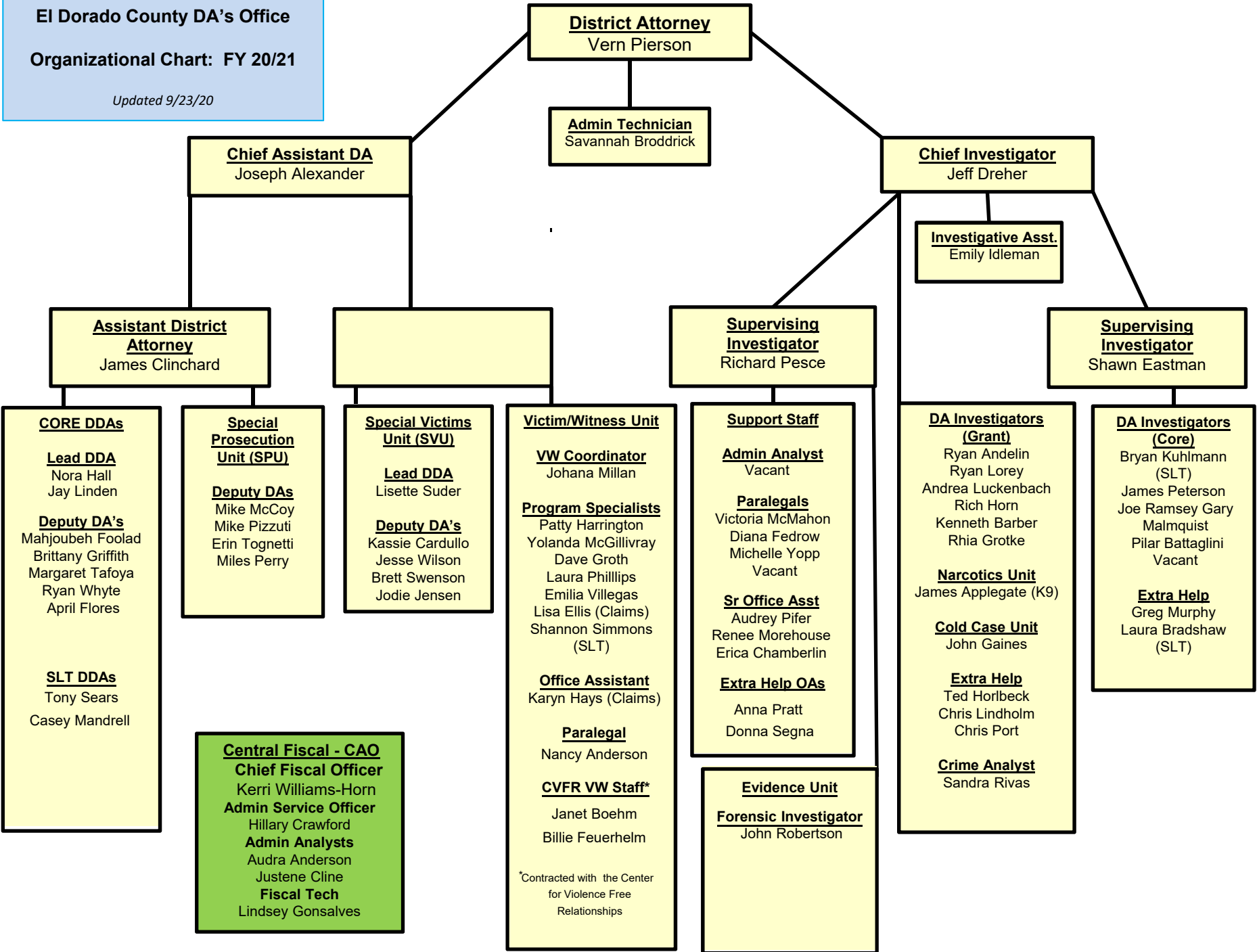
Print Name and Title: _____ **Phone Number:** _____

Cal OES Staff Only: SUBAWARD # _____

PROJECT SERVICE AREA INFORMATION

1. COUNTY OR COUNTIES SERVED: Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.
2. U.S. CONGRESSIONAL DISTRICT(S): Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.
3. STATE ASSEMBLY DISTRICT(S): Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.
4. STATE SENATE DISTRICT(S): Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.
5. POPULATION OF SERVICE AREA: Enter the total population of the area served by the project.

El Dorado County DA's Office
Organizational Chart: FY 20/21
Updated 9/23/20



Operational Agreements (OA) Summary Form

List of Agencies/Organizations/Individuals

Date OA Signed
(xx/xx/xxxx)

Dates of OA
From: To:

1.				to	
2.				to	
3.				to	
4.				to	
5.				to	
6.				to	
7.				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	

Use additional pages if necessary.