

**Application Cover Sheet**

**RFA PROCESS**

**SEXUAL ASSAULT LAW ENFORCEMENT SPECIALIZED UNITS (ST) PROGRAM**

Submitted by:

EL DORADO COUNTY DISTRICT ATTORNEY  
778 Pacific Street  
Placerville, California 95667  
(530) 621-4720

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:** ST - Sexual Assault Law Enforcement Specialized Units Program **6. Performance/Budget Period:** 10/1/2023 **to** 9/30/2024  
(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		\$62,500		\$20,833		\$20,833	\$83,333
9.	2023	STOP		\$142,500		\$47,500		\$47,500	\$190,000
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>		\$205,000	\$205,000	\$68,333		\$68,333	\$273,333

**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 #: ST23 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 #: ST23 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: \_\_\_\_\_

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

### Financial Officer:

Printed Name: Kerri Williams-Horn

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

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

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

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

Printed Name: Joe Alexander

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

Printed Name: James Clinchard

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

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	SEXUAL ASSAULT LAW ENFORCEMENT SPECIALIZED UNITS (ST) PROGRAM	ST23 06 0090	10/01/23-09/30/24
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>	
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.	
Official Designee's Signature:	_____
Official Designee's Typed Name:	Vern R. Pierson _____
Official Designee's Title:	District Attorney _____
Date Executed:	_____
<b>AUTHORIZED BY:</b>	
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.	
<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:	_____



**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.	SEXUAL ASSAULT LAW ENFORCEMENT SPECIALIZED UNITS (ST) PROGRAM	ST23 06 0090	10/01/23-09/30/24
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 Budget Pages**  
Multiple Fund Sources

Subrecipient: El Dorado County	Grant Subaward #: ST23 06 0090				
A. Personnel Costs - Line-item description and calculation	2022 STOP	2022 STOP Match	2023 STOP	2023 STOP Match	Total Amount Allocated
<b>District Attorney Investigator - 1.00 FTE (Partial Cash Match)</b> <b>Salary</b> - \$12,273.42 x 12 Mo x 1.00 FTE = \$147,281 <b>Benefits:</b> Retirement/PERS (37.62% of charged salary amount) - \$55,407 (only charging \$27,403) Medicare (1.45% of charged salary amount) - \$2,136 (only charging \$2,064) Health Insurance (22.18% of charged salary amount) - \$32,667 (only charging \$16,682) Workers Compensation (1.43% of charged salary amount) - \$2,106 Disability (0.25% of charged salary amount) - \$368 (only charging \$122) Unemployment Insurance (0.10% of charged salary amount) - \$147 <i>Duties include, but are not limited to, reviews of arrest and investigation reports, conducts follow-up interviews, assists with development/revision of protocols, facilitates/provides trainings, responds to evidence requests, and serves as point of contact for the Sexual Assault Counselor.</i> <i>Benefits include: health, dental, vision, retirement, medicare, unemployment, and disability. SDI and applicable taxes.</i>	\$62,500		\$76,532	\$8,249	\$147,281
		\$12,258		\$15,145	\$27,403
				\$2,064	\$2,064
				\$16,682	\$16,682
				\$2,106	\$2,106
				\$122	\$122
				\$147	\$147
<b>Program Manager - 0.05 FTE (Partial Gen Fund Cash Match)</b> <b>Salary</b> - \$11,330.67 x 12 Mo x 0.05 FTE = \$6,798 <b>Benefits:</b> Retirement/PERS (28.43% of charged salary amount) - \$1,933 Health Insurance (14.99% of charged salary amount) - \$1,019 Medicare (1.45% of charged salary amount) - \$99 Workers Compensation Ins (1.42% of charged salary amount) - \$97 Unemployment Insurance (0.12% of charged salary amount) - \$8 Disability (0.25% of charged salary amount) - \$17 (only charging \$6) <i>The Program Manager's time is spent providing direct services to victims, overseeing victim advocates and participating staff, preparing grant reports, supervising staff, and attending required meetings at the Placerville and South Lake Tahoe offices.</i> <i>Benefits include: medicare, health, dental, vision, and retirement. SDI and applicable taxes.</i>		\$6,000		\$798	\$6,798
		\$1,500		\$433	\$1,933
		\$1,000		\$19	\$1,019
		\$75		\$24	\$99
				\$97	\$97
				\$8	\$8
				\$6	\$6
Personnel Costs Fund Source Totals	\$62,500	\$20,833	\$76,532	\$45,900	\$205,765
<b>PERSONNEL COSTS CATEGORY TOTAL</b>					\$205,765



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: El Dorado County		Grant Subaward #: ST23 06 0090			
B. Operating Costs - Line-item description and calculation	2022 STOP	2022 STOP Match	2023 STOP	2023 STOP Match	Total Amount Allocated
<b>1.00 FTE Sexual Assault Counselor (Participating Staff)</b> Participating staff contracted through The Center for Violence-Free Relationships Billing rate \$5,354/month x 12 months = \$64,248 <i>(Only \$25,000 of contract amount used in MTDC calculation)</i>			\$64,248		\$64,248
<b>Training/Travel-Related Expenses:</b> 1 Counselor & 1 Staff Member to Attend Sexual Assault Training or Related Event (TBD)					
Registration: Est. \$150/person x 2 x = \$300			\$150	\$150	\$300
Hotel, Taxes, Fees: Est. \$140/night x 3 nights x 2 = \$840			\$420	\$420	\$840
Meals: Est \$74/day x 5 days x 2 = \$740			\$370	\$370	\$740
Mileage: \$0.655/mi (Current Federal Rate)*100 miles x 2 = \$131 (only charging \$60)			\$60		\$60
<b>Cell Phone Costs (1 for Investigator, 1 for Counselor) - Partial Cash Match</b> Dedicated line for Investigator @ \$55/month x 12 months = \$660 Cell Phone/Data Stipend for Sexual Assault Counselor @\$60/mo x 12 mo = \$720 To provide cell and data service to enable the swift facilitation of the on-line application			\$720	\$660	\$660 \$720
<b>Facility Lease (Cash Match)</b> 125 Square Feet per FTE x \$1.91 per Square Feet Monthly Rent = 125sf x 1.05 FTE X \$1.91/sf = \$250.69/month Annual Rent = \$250.69 x 12 = \$3,008 (Not Charging)					
<b>de Minimis indirect rate*</b> *MTDC \$211,895 x 10% = \$21,190 (Not Charging) Calculation Worksheet Attached Includes administrative and overhead costs associated with the SVU division, ST Program, of the El Dorado County District Attorney's Office.					
<b>Operating Costs Fund Source Totals</b>			\$65,968	\$1,600	\$67,568
<b>OPERATING COSTS CATEGORY TOTAL</b>					\$67,568



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: El Dorado County			Grant Subaward #: ST23 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	\$62,500	\$20,833	\$142,500	\$47,500	\$273,333

## 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	\$ 39,248
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>\$ 40,248</b>

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

Total Project Costs	\$ 273,333
Minus (-) Total Exclusions/Distorting Costs	\$ 40,248
<b>Modified Total Costs</b>	<b>\$ 233,085</b>

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

Modified Total Costs	\$ 233,085
ICR (%) (i.e., 10% = 0.10, 17.5% = 0.175)	0.10
ICR + 1	1.10
<b>Modified Total Direct Costs (MTDC)</b>	<b>\$ 211,895</b>

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

Modified Total Costs	\$ 233,085
Subtract (-) MTDC	\$ 211,895
<b>Indirect Cost Amount</b>	<b>\$ 21,190</b>

#### 5. Allocate Amounts and Check Math

Total Exclusions	\$ 40,248
Plus (+) MTDC	\$ 211,895
Plus (+) Indirect Cost Amount	\$ 21,190
<b>Total Project Costs</b>	<b>\$ 273,333</b>

The El Dorado County District Attorney's Office 2023/2024 Sexual Assault Law Enforcement Specialized Unit (ST) Program budget details the Agency's plan to effectively support and enhance its Specialized Victims Unit (SVU) in order to provide a coordinated response to adolescent and adult victims of sexual assault through investigative interviewing, immediate victim advocacy, training for patrol officers/first responders, and developing new or updating existing protocols and practices.

The Governor's Office of Emergency Services (Cal OES) has allocated \$62,500 in 2022 STOP funds with a \$20,833 STOP local match and \$142,500 in 2023 STOP funds with a \$47,500 STOP local match, for a total program budget of \$273,333.

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

Employee salaries and benefits represent 75% of the District Attorney's Office overall 2023/2024 Sexual Assault Program budget. The program encompasses the assignment of 1.00 FTE Project District Attorney Investigator and 0.05 FTE Program Manager. 23% of the total salary and benefits of the Project Investigator and 100% of the salary and benefits of the Program Manager will be used as a General Fund cash match.

The project-funded staff duties provided by the Project Investigator (PI) will include, but not be limited to, reviewing arrest and investigation reports, conducting follow-up interviews, assisting with the development and revision of new and existing protocols, providing training for patrol officers and first responders, responding to evidence requests, and serving as point of contact for the Sexual Assault Counselor (SAC). 100% of the time and services provided by the Project Investigator are in direct support of the ST Program's objectives and activities.

The project-funded staff duties provided by the Program Manager will include, but not be limited to, providing direct services to victims, overseeing victim advocates and participating staff, preparing grant reports, assisting with the development and revision of new and existing protocols, and attending program-related 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. Budgeted salaries have been calculated over a twelve-month period.

**Operating Expenses:**

The budgeted operating expenses include a participating staff agreement with The Center for SAC services, anticipated travel costs for staff training, and



dedicated cell phone lines for the PI and SAC. Facility lease cost and indirect cost for administrative expenses associated with the ST Program are included but not being charged at this time due to limited funding. Training for El Dorado County staff and the Investigator cell phone costs will be funded by the General Fund as a cash match.

Although not being charged at this time, the indirect costs of the SVU include, but are not limited to, associated facility security system, office equipment and supplies, postage, liability insurance, data processing, utilities, and administrative support from the Central Fiscal Division, which includes grant financial and administrative management. The Agency is focused on minimizing administrative costs in support of direct services and has reduced the de Minimus indirect rate accordingly.

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

**Equipment:**

There are no funds budgeted for equipment.



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### **b. Plan**

#### **1) Investigation and coordination deliverables to be achieved during the grant subaward performance period.**

Through continued funding from the Sexual Assault Law Enforcement Specialized Units (ST) Program, the El Dorado County District Attorney's Office (EDCDAO) will dedicate one experienced full-time District Attorney Investigator (PI) to the investigation and coordination of adolescent and adult sexual assault cases. Under the EDCDAO's current ST Program funding, this model has proven to meet best practices for victims to get more timely and comprehensive services, as well as ensure more timely outcomes within the criminal justice system. The PI will be responsible for reviewing initial arrest reports related to sexual assaults committed against adolescent and adult victims, collaborating with Deputy District Attorneys specially assigned to review and vertically prosecute such cases and the ST Program Sexual Assault Counselor (SAC), coordinating interviews, and determining what agency will conduct any necessary follow-up investigation. The PI will continue to ensure investigations are moving forward through coordinating and leading two separate monthly collaborative meetings; one in the Placerville area and one in South Lake Tahoe. Meeting attendees will continue to include our partnering Law Enforcement (LE) agencies, Deputy District Attorneys vertically



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assigned to prosecute sexual assault cases, the SAC, a Sexual Assault Response Team (SART) nurse, representative for Department of Justice, and Child Protective Services. To ensure productivity, transparency, and that victims receive the best services possible, the PI will create an agenda covering cases in which criminal charges have been filed, as well as cases under review which require further investigation. In addition, the PI will provide case updates and discuss upcoming court cases at weekly meetings within the EDCDAO Special Victims Unit (SVU), a unit established to vertically prosecute the most vulnerable victims. The PI will also engage in daily collaboration with the SAC to ensure all victims and their families are receiving timely information and resources.

The PI has 26 years of experience as a peace officer, with eighteen years of experience investigating crimes against persons, including two and a half years specifically investigating sexual assaults. The PI possesses an Advanced POST (Peace Officer Standards & Training) certificate and has over 320 hours of training in the areas of sexual assault, interpersonal violence, strangulation, multidisciplinary interviewing, interview and interrogation, child abuse, criminal investigation, and has been qualified as expert in El Dorado and Nevada County Superior Court in interpersonal violence, domestic violence, and strangulation on more than fifteen occasions. The PI has experience in reviewing arrest and



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preliminary investigation reports, conducting follow-up interviews, and responding to adolescent and adult sexual assault case follow-up requests for evidence from district attorneys.

The PI works alongside a dedicated team of investigators, to include a Spanish speaking District Attorney Investigator, who is California Forensic Interview Technique (CFIT) trained. This will allow the team to meet language competency requirements and will enable the PI to build rapport and gain trust in the Spanish-speaking community, thus better serving victims within the Hispanic/Latino population in our community.

The PI has experience with teaching LE personnel at the local law enforcement agencies, non-governmental organizations, and civic organizations. The PI has built and developed trust through prior investigations on our tribal lands and has worked closely with non-profit agencies supporting our most vulnerable populations.

### **2) The plan to utilize the Sexual Assault Counselor to provide direct victim services.**

As a result of ST Program funding, an Operational Agreement (OA) between the EDCDAO and The Center for Violence-Free Relationships (The Center) allows for a full-time SAC to be embedded and housed at the EDCDAO, enabling and ensuring maximum collaboration for ST Program cases. The same



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SAC will continue providing all required and optional services, including in-person and teleservices for SART exams, contacting victims of sexual assault within 24-hours of notification, conducting a needs' assessment, completing a safety plan if needed, advising and assisting with California Victim Compensation Board (CalVCB) applications, referring victims directly to our mental health provider to avoid delays in services, providing crisis intervention, personal advocacy, accompaniment to emergency medical care, court calendaring updates, preparation for court tours, court appearances, and law enforcement interviews.

The SAC will focus on encouraging detectives conducting initial interviews or perform pretext phone calls to include her when they meet with ST Program victims. This will help the SAC assess the needs of the victim at the earliest possible stages, as well as allow the SAC to begin building rapport and provide comfort to ST Program survivors soon after reporting trauma.

If a victim, or guardian of a minor victim, has limited proficiency in English the SAC will contact The Center for translation assistance from one of their Spanish speaking advocates. If language services are needed immediately, the SAC will contact a phone interpreter from Language People. The SAC will also utilize and refer victims to the California Victims Resource Center (VLRC) for additional information about victims' legal rights. Resources for Crime Victims in



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California and Support for Victims of Human Trafficking brochures will continue to be accessible to ST Program survivors and their families.

The SAC also meets all standards and requirements as defined by Evidence Cod sec. 1035-1036.2 for a sexual assault counselor. The SAC has more than 32 years of experience working with other social services providers including government and non-governmental agencies throughout El Dorado County. The SAC has over 10 years of experience with a Domestic Violence (DV)/Sexual Assault agency providing counseling, SART call outs, crisis intervention, emotional support, case management, crisis line, community resources and referrals, and safety planning for victims of sexual assault. In addition, the SAC has experience in facilitating the Certification Training at The Center, coordination of the program training of employees and volunteers at the crisis agency, supervising volunteers, scheduling and facilitating in-service training and other information supplied for required sexual assault training to maintain certification. Since 2010, the SAC has maintained California State Certification continual education hours for a Sexual Assault Counselor through CalOES. As of now, the SAC has completed a total of 206 training hours. The SAC has attended the National Organization for Victim Assistance (NOVA) 2022 virtual conference and plans to attend the NOVA 2023 virtual conference to stay informed of new and emerging issues.



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The SAC has conducted over twenty comprehensive training sessions with the EDCDAO for LE personnel, including immediate response, contact, full investigation, victims receiving referrals, communication, crisis intervention, and safety planning. Post-training evaluations included feedback and praise for the SAC on the quality of information provided.

### **3) The plan for providing sexual assault-specific training to patrol officers/first responders and other relevant department personnel.**

The PI and SAC will continue to collaborate and implement quarterly patrol briefing trainings to teach a victim-centered approach to sexual assault response and investigations. Topics will include trauma-informed practices to proper interviewing of adult and adolescent sexual assault victims, rights of sexual assault victims, the importance of advocacy, and resources available to sexual assault victims. The continued high turnover rate in law enforcement often leaves our local patrol deputies in dire need of continued training.

Through their continued collaboration, the PI and SAC created a SART Protocol instructional pocket card that provides basic bullet point information for patrol deputies to reference when responding to a call involving sexual assault. The PI and SAC will pass out this card and train law enforcement on its use. They will continue to collaborate and prepare materials to conduct advanced sexual



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assault trainings for detectives in EDC, focusing more on an overall approach to complete investigations and gathering information necessary for successful prosecution of those committing these horrendous crimes.

The PI and SAC will collaborate with our local service providers and various school administrations about formulating accurate and consistent trainings and outreach programs for adolescents about sexual assault awareness, consent, and coercion. To achieve this plan the SAC will coordinate with the TEACH program manager at The Center to develop and implement a curriculum. PI and SAC will also collaborate with our local service providers on developing protocols and training to respond to in person and/or teleservices requests for information sharing, advocacy, and other victim services.

#### **4) The plan for evaluating the training provided to patrol officers/first responders and other relevant department personnel.**

Evaluating the training provided for patrol and detectives will be conducted in two formats: through a written evaluation completed by the participants after the training and through the PI's review of sexual assault reports referred to the EDCDAO. The purpose of this evaluation plan is to evaluate the training provided to patrol officers/first responders and other relevant department personnel. The evaluation aims to assess the effectiveness, relevance, identify





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areas for improvement, and ensure the continuous professional development of the personnel. The SAC and PI will regularly review the evaluations and recommendations to update the training briefings. They will also encourage feedback from patrol officers/first responders and involve them in the decision-making process regarding program modifications. The PI will review all sexual assault POST legal updates. By implementing this evaluation plan, the EDCDAO can ensure the quality and effectiveness of the training provided to all patrol officers/first responders and continuous improvement to meet evolving needs and challenges.

The SAC and PI will also create an evaluation for the proposed sexual assault curriculum for schools. That evaluation will include whether the educational objectives were met.

### **5) The plan for developing and/or enhancing protocols to incorporate best practices for responding to adolescent and adult victims of sexual assault.**

Furthermore, as a result of ongoing ST Program funding, the PI has received valuable feedback on EDC's current SART protocol from local law enforcement partners and medical professionals. The PI will continue to listen at all the collaborative meetings and continue to modify the SART Protocols according to feedback from all of our partners to help ensure complete inclusion of all



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populations. This will best enhance the collaborative goal of providing long term practices for the care and services for adolescent and adult sexual assault victims and their families. The SAC will further provide a safe space for our social services partners to share successes and challenges with collaboration and implementation of new protocols for information sharing.

The PI has proposed the concept of creating a Major Crimes Task Force within our county. This concept, although in its infancy, will allow the El Dorado County District Attorney's Office and local law enforcement agencies to partner on crimes that are complex and require a higher level of coordination. Through policies, procedures, and protocols, all our agencies will be able to partner together with the mutual goal of having a successful investigation and prosecution.

There have been two recent examples of the Major Crimes Task Force working together to accomplish this goal. The first case involved multiple victims in multiple counties over the past several years. The PI worked alongside allied agency detectives during the initial investigation, allowed the task force to speak to multiple victims simultaneously and were able to brief each other and the prosecutor about the facts to address any pitfalls or overcome challenges as they arose. The SAC was present during LE interviews with the victims to offer individual



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counseling and crisis intervention. This team-coordinated effort ensured proper charges were filed in the beginning stages. The SAC contacted the victims when the LE reports were received and began victim services before charges were filed. When charges were filed, the SAC provided information about Victim Rights, information on the criminal justice process, and accompanied the victims court proceedings. The victims relayed safety concerns about their physical and emotional well-being. Based on the victim's assessment, the SAC assisted them with CalVCB and provided referrals to mental health services. The SAC continues to provide wrap-around services.

The second Major Crimes Task Force approach was used on an investigation involving a 32-year-old male who had been befriending high school aged females for the past 10 years, buying tobacco and alcohol for them in exchange for sexual favors. Once the subject was arrested, a collaborative plan led to 15 victims immediately being interviewed.

The SAC will focus on fostering the best collaboration with The Center, including providing training for release of information forms, notification of SART exams, and overall training of newer employees at The Center and EDCDAO.

**6) Provide a sustainability plan beyond the grant subaward performance period.**



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Subrecipient: County of El Dorado

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EDCDAO has already created a Special Victims Unit (SVU), showing a commitment to a victim-centered approach to vertical prosecutions involving vulnerable victims, including adolescent and adult sexual assault victims. Within the SVU, Deputy District Attorneys, the PI, SAC, other District Attorney Investigators, and Victim Advocates meet weekly to discuss upcoming ST Program cases and give updates on victim services. Additionally, the PI and SAC meet monthly with other LE partners, SART medical professionals, and other community partners for case reviews and department updates, providing a structure for sustainable protocols and practices. It is anticipated the PI will remain in this assignment for at least two years, assuring consistency and proper implementation of procedures and protocols. Furthermore, the SAC and PI work in relation with the Public Information and Outreach Team at the EDCDAO to develop a comprehensive public awareness post to educate the community about sexual assault prevention, support resources, and importance of ongoing assistance. The SAC is currently working on collaborating with local educational institutes to incorporate age-appropriate sexual assault prevention and awareness programs into the school curriculum.

The EDCDAO has extensive experience in working with local advocacy centers and community partners using OAs and/or second tier subawards that



## Grant Subaward Programmatic Narrative

Grant Subaward #: ST23 06 0090

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Subrecipient: County of El Dorado

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have helped us provide additional integrated services for victims for years.

Specifically, The Center provides adolescent and adult sexual assault victims with advocacy and wrap-around services. EDCDAO has OAs with other agencies including the El Dorado Sheriff's Office (EDSO), Placerville Police Department (PPD), South Lake Tahoe Police Department (SLTPD), and Live Violence Free (LVF), a victim service provider serving our SLT community.

**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> SEXUAL ASSAULT LAW ENFORCEMENT SPECIALIZED UNITS (ST) PROGRAM		
<b>Performance Period:</b> 10/01/23	<b>to</b> 09/30/24	<b>Subaward Amount Requested:</b> \$ 257,500
<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>	



## Grant Subaward Service Area Information

Grant Subaward #: ST23 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**  
 Trevor Rumery





## Operational Agreement Summary

Grant Subaward #: ST23 06 0090

Subrecipient: El Dorado County District Attorney's Office

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. <u>The Center for Violence-Free Relationships (CVFR)</u>	<u>09/29/2021</u>	<u>10/01/22</u> to <u>09/30/23</u>
2. <u>The Center for Violence-Free Relationships (CVFR)</u>	<i>*to be renewed</i>	<u>10/01/23</u> to <u>09/30/24</u>
3. <u>Placerville Police Department West Slope SART</u>	<u>09/14/2022</u>	<u>10/01/22</u> to <u>09/30/25</u>
4. <u>Sutter Valley Med Foundation East/West Slope SART</u>	<u>10/05/2022</u>	<u>10/01/22</u> to <u>09/30/25</u>
5. <u>South Lake Tahoe Police East Slope SART</u>	<u>08/31/2022</u>	<u>10/01/22</u> to <u>09/30/25</u>
6. <u>Live Violence Free East/West Slope SART</u>	<u>09/01/2022</u>	<u>10/01/22</u> to <u>09/30/25</u>
7. <u>El Dorado County Sheriff's Dept. East/West Slope SART</u>	<u>08/31/2022</u>	<u>10/01/22</u> to <u>09/30/25</u>
8. <u>El Dorado County HHS East/West Slope SART</u>	<u>09/15/2022</u>	<u>10/01/22</u> to <u>09/30/25</u>
9. <u>Washoe County District Attorney's Office</u>	<u>09/15/2022</u>	<u>10/01/22</u> to <u>09/30/25</u>
10. <u>*Note*: SART is an appendix to the CAC Protocol</u>		to _____
11. _____		to _____
12. _____		to _____
13. _____		to _____
14. _____		to _____
15. _____		to _____
16. _____		to _____
17. _____		to _____
18. _____		to _____
19. _____		to _____
20. _____		to _____