



OFFICE OF THE
DISTRICT ATTORNEY
EL DORADO COUNTY, CALIFORNIA

VERN PIERSON, DISTRICT ATTORNEY

February 7, 2020

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

RE: Child Advocacy Center (KC) Program Signature Requirement

Dear Mr. Ghilarducci,

Please accept this letter and the included application for consideration for the Child Advocacy Center (KC) 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 Child Advocacy Center (KC) 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.

Very Truly Yours,

Vern R. Pierson
District Attorney

PLEASE REPLY TO:

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

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

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



Proposal Cover Sheet

RFA PROCESS

CHILD ADVOCACY CENTER (KC) PROGRAM

Submitted by:

EL DORADO COUNTY DISTRICT ATTORNEY
778 Pacific Street
Placerville, California 95667
(530) 621-6474

Grant Subaward Face Sheet Instructions

Cal OES Section: The top portion of the form contains blocks for four (4) important numbers. Please do not fill in these blocks. These numbers will be entered by Cal OES. Please print the Grant Subaward Face Sheet in portrait format.

1. Subrecipient
The Subrecipient is the unit of government or community based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced). Enter the legal name of the Subrecipient that is registered with the Internal Revenue Service (IRS). PLEASE NOTE: that all CBOs must be registered, active, and current with the IRS, Department of Justice (DOJ), and Secretary of State (SOS) websites. Failure to be current will result in funds being withheld from Cal OES.
- 1a. Federal DUNS Number (Subrecipient)
Enter the full nine digit Federal Data Universal Numbering System (DUNS) ID number for the Subrecipient. If the Subrecipient does not yet have a DUNS number assigned, one may be obtained by contacting Dun & Bradstreet at 866-705-5711 or at www.dnb.com. This requirement applies to federally funded grants only. Your DUNS # must be current and active in the System for Award Management (SAM) at the time of your Award.
2. Implementing Agency
Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Subrecipient, enter the same title again.
- 2a. Federal DUNS Number (Implementing Agency)
Enter the full nine digit Federal Data Universal Numbering System (DUNS) ID number for the Implementing Agency. If the Implementing Agency does not yet have a DUNS number assigned, one may be obtained by contacting Dun & Bradstreet at 866-705-5711 or at www.dnb.com. This applies to federally funded grants only. Your DUNS # must be current and active in the System for Award Management at the time of your Award.
3. Implementing Agency Address
Enter the address of the Implementing Agency. Provide the complete nine digit zip code (Zip+4).
4. Location of Project
Enter the City and County/Operational Area where the project is located. Provide the complete nine digit zip code (Zip+4).
5. Disaster/Program Title
Enter the name of the Disaster or Program providing the funds for this Grant Subaward. A disaster may be referred by the federal declaration number. Program titles should be complete without the use of acronyms.
6. Performance Period
Enter beginning and ending dates of the performance period for the Grant Subaward. (mm/dd/yy)
7. Indirect Cost Rate
Indicate whether you are using the 10% de Minimis rate based on Modified Total Direct Costs (MTDC) or your current cognizant agency approved indirect cost rate agreement. A copy of the approved ICR Negotiating Agreement must be enclosed with your application. Indicate N/A if you will not be claiming indirect costs under the award.
Indirect costs may or may not be allowable under all Federal fund sources.
- 8A. - 12G. Fund Allocations and Total Project Cost
For each fund source used in the program, select the correct grant year and acronym from the drop down lists, the amount of state or federal funds requested, the amount of cash and/or in-kind match contributed and the resulting totals. Please do not enter both state and federal on the same line. The Total project cost row should correspond to the total project cost specified in the budget.
13. Certification Paragraph
Please review the Certification Paragraph.
14. CA Public Records Act
Please review, and if applicable, provide the necessary documentation.
15. Official Authorized to sign for the Subrecipient
Provide the name and title of the person who is the Official Authorized to enter into the Grant Subaward for the Subrecipient, listed on #1 of the Grant Subaward Face Sheet (Cal OES 2-101). Enter the Payment Mailing Address where grant reimbursements will be mailed and provide the complete nine digit zip code (Zip+4).
16. Federal Employer ID Number
Enter the nine digit Federal Employer Identification Number for the Implementing Agency.

Provide the signature of the authorized official. The use of white out or tape is prohibited and will invalidate the signature on the Grant Subaward Face Sheet.

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. 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 95667-6841
(City) (County) (Zip+4)
5. **Disaster/Program Title:** Child Advocacy Center Program 6. **Performance Period:** 04/01/20 to 03/31/21
(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	VOCA		\$175,000		\$43,750		\$43,750	\$218,750
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total Project Cost				\$175,000	\$175,000	\$43,750		\$43,750	\$218,750

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 INSTRUCTIONS

1. Provide the name, title, address, telephone number, and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, and e-mail address for the **person** having **Routine Programmatic** responsibility for the project.
4. Provide the name, title, address, telephone number, and e-mail address for the **person** having **Routine Fiscal** responsibility for the project.
5. Provide the name, title, address, telephone number, and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, and e-mail address for the **person** who is the **Official Authorized** 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 (Cal OES 2-101).
7. Provide the name, title, address, telephone number, and e-mail address for the **Chair** of the **Governing Body** of the Subrecipient.

PROJECT CONTACT INFORMATION

Subrecipient: County of El Dorado District Attorney's Office Subaward #: KC19 03 0090

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: Vern R. Pierson Title: District Attorney
Telephone #: 530-621-6474 Email Address: vern.pierson@edcgov.us
Address/City/Zip + 4: 778 Pacific Street, Placerville, CA 95667-6481

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

Name: Kerri Williams-Horn Title: Chief Fiscal Officer
Telephone #: 530-621-5309 Email Address: kerri.williams-horn@edcgov.us
Address/City/Zip + 4: 330 Fair Lane, Placerville, CA 95667-4103

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

Name: Johana Millan Title: Program Coordinator
Telephone #: 530-642-5169 Email Address: johana.millan@edcgov.us
Address/City/Zip + 4: 778 Pacific Street, Placerville, CA 95667-6481

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

Name: Audra Anderson Title: Administrative Analyst
Telephone #: 530-621-5144 Email Address: audra.anderson@edcgov.us
Address/City/Zip + 4: 330 Fair Lane, Placerville, CA 95667-4103

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: Vern R. Pierson Title: District Attorney
Telephone #: 530-621-6474 Email Address: vern.pierson@edcgov.us
Address/City/Zip + 4: 778 Pacific Street, Placerville, CA 95667-6481

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: Vern R. Pierson Title: District Attorney
Telephone #: 530-621-6474 Email Address: vern.pierson@edcgov.us
Address/City/Zip + 4: 778 Pacific Street, Placerville, CA 95667-6481

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

Name: Brian Veerkamp Title: Chair, District Three Supervisor
Telephone #: 530-621-5652 Email Address: bosthree@edcgov.us
Address/City/Zip + 4: 330 Fair Lane, Placerville, CA 95667-4103

SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the Grant Subaward Forms package. The Subrecipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf on all grant-related matters.**

SIGNATURE AUTHORIZATION

Subaward #: KC19 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: 2-5-2020 Kurt

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

Signature: 

Date: 2/5/20

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

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

Signature

Printed Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

The Applicant must complete a Certification of Assurance of Compliance-VOCA (Cal OES 2-104f), which includes details regarding federal grant funds, the Equal Employment Opportunity, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, Civil Rights Compliance, and the special conditions for Subaward with the above mentioned fund. The Applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the Applicant formally notifies Cal OES that the Applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the Grant Subaward is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

I, Vern R. Pierson hereby certify that
(official authorized to sign; same person as Section 15 on Grant Subaward Face Sheet)

Subrecipient: County of El Dorado
Implementing Agency: District Attorney's Office
Project Title: Child Advocacy Center Program

is responsible for reviewing the *Subrecipient Handbook* 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

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the *Subrecipient Handbook* for more detail.

- The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)

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 (requesting 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. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.**

Equal Employment Opportunity Officer: Tameka Usher
Title: Director of Human Resources
Address: 330 Fair Lane, Placerville, CA 95667
Phone: 530-621-5572
Email: tameka.usher@edcgov.us

III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

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

IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (Subrecipient Handbook Section 2154)

Cal OES grant funds, grant property, or grant-funded positions shall not be used for any lobbying activities, including, but 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 – (Subrecipient Handbook Section 2155)

(This applies to federally-funded grants only.)

Cal OES-funded projects must certify that it and its principals are not 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 of agency.

VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)

The above-named organization (Applicant) accepts responsibility for and must comply with the requirement to obtain a signed resolution from the City Council/Governing Board in support of this Program. The Applicant must provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. 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 grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the City Council/Governing Board.

The Applicant is required to obtain written authorization from the City Council/Governing Board that the official executing this Grant Subaward is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

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. Special Condition for Grant Subaward with Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Funds

1. Applicability of Part 200 Uniform Requirements

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 DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and Subawards ("Subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the Subrecipient must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the Subrecipient must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the Subrecipient is to contact OJP promptly for clarification.

2. Compliance with DOJ Grants Financial Guide

The Subrecipient must to comply with the DOJ Grants Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The Subrecipient must comply with the DOJ Grants Financial Guide.

3. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP 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, Subrecipients ("Subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the Subrecipient or of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by Subrecipients and Subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

4. Civil Rights and Nondiscrimination

The Subrecipient understands that the federal statutes and regulations pertaining to civil rights and nondiscrimination and, in addition:

- a. The Subrecipient understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
- b. The Subrecipient understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110 (e)) ; section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13), which will apply to all awards made by the Office of Violence Against Women, also may apply to an award made otherwise; and

c. The Subrecipient understands they must comply with the specific assurances set out in 29 C.F.R. §§ 42.105 and 42.204.

5. 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 in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

6. Compliance with General Appropriations-Law Restrictions on the Use of Federal Funds (FY 2019)

The Subrecipient must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, 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 OJP for guidance, and may not proceed without the express prior written approval of OJP.

7. Reporting Potential Fraud, Waste, & Abuse

The Subrecipient must promptly refer to 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) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) 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 (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

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

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

No Subrecipient under this award, 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 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.

9. 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.

10. OJP Training Guiding Principles

Any training or training materials that the Subrecipient develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

11. 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" (OMB M-17-12) if it – (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The Subrecipient must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a Subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at

<https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

13. Requirement for Data on Performance and Effectiveness Under the Award

The Subrecipient must collect and maintain data that measure the performance and effectiveness of activities under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act, and other applicable laws.

14. 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.

15. Victims of Crime Act Requirements

The Subrecipient must comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required.

16. Demographic Data

The Subrecipient must collect and maintain information on race, sex, national origin, age, and disability of victims receiving assistance, where such information is voluntarily furnished by the victim.

17. Performance Reports

The Subrecipient must submit quarterly performance reports on the performance metrics identified by OVC, and in the manner required by OVC. This information on the activities supported by the award funding will assist in assessing the effects that VOCA Victim Assistance funds have had on services to crime victims within the jurisdiction.

18. Access to Records

The Subrecipient must authorize the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper, or documents related to the VOCA grant.

19. All Subawards ("Subgrants") must have specific federal authorization

The Subrecipient must comply with all applicable requirements for authorization of any Subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All Subawards ("Subgrants") must have specific federal authorization), and are incorporated by reference here.

20. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award regardless of the dollar

amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used.

- a. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- 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 USDOJ.

- b. Monitoring

The Subrecipient's monitoring responsibilities include monitoring of compliance with this condition.

- c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

- d. Rules of construction

- 1) The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor, grant Subrecipient or -Subrecipient, agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

- 2) Nothing in this condition shall be understood to authorize or require any Subrecipient or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

21. Determination of suitability to interact with participating minors

SCOPE. 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 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 OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

22. 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.

23. 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."

24. 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 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, 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, currently, 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.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

25. Restrictions on "Lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the Subrecipient, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP 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, 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 would or might fall within the scope of these prohibitions, the Subrecipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Subgrant Award Report (SAR)

The Subrecipient must submit a SAR to OVC for each Subrecipient of the VOCA victim assistance funds, within ninety (90) days of awarding funds to the Subrecipient. Subrecipients must submit this information through the automated system.

27. 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.

28. 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.

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.

All appropriate documentation must be maintained on file by the project 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

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.

Authorized Official's Signature: _____

Authorized Official's Typed Name: Vern R. Pierson

Authorized Official's Title: District Attorney

Date Executed: _____

Federal Employer ID #: 94-6000511 Federal DUNS #: 087834029

Current System for Award Management (SAM) Expiration Date: 01/15/2021

Executed in the City/County of: Placerville, County of El Dorado

AUTHORIZED BY: (not applicable to State agencies)

City Financial Officer

County Financial Officer

City Manager

County Manager

Governing Board Chair

Signature: _____

Typed Name: Brian Veerkamp

Title: Chair, District Three Supervisor

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of El Dorado District Attorney's Office	Subaward #: KC19 03 0090		
A. Personal Services – Salaries/Employee Benefits	2019 VOCA	2019 VOCA Match	COST
CAC Coordinator/Interviewer - 0.80 FTE			\$0
Salary - \$10,848.42 x 12 Mo x 0.80 FTE = \$104,145	\$104,145	\$0	\$104,145
Benefits			\$0
Retirement/PERS (26.49% of charged salary amount) (Only charging \$20,000)	\$20,000	\$0	\$20,000
Medicare (1.45% of charged salary amount)	\$1,510	\$0	\$1,510
Health Insurance (6.34% of charged salary amount)	\$6,603	\$0	\$6,603
Workers Comp Ins (1.00% of charged salary amount)	\$1,041	\$0	\$1,041
Disability (0.25% of charged salary amount)	\$260	\$0	\$260
Conducts forensic interviews, provides MDIC Coordination, and completes NCA process for accreditation.			\$0
Benefits including: health, dental, vision, retirement, workers comp and disability. SDI and applicable taxes.			\$0
Deputy District Attorney - 0.10 FTE (Gen Fund Cash Match)			\$0
Salary - \$14,952.67 x 12 Mo x 0.10 FTE = \$17,943	\$0	\$17,943	\$17,943
Benefits			\$0
Retirement/PERS (19.85% of charged salary amount)	\$0	\$3,562	\$3,562
Medicare (1.45% of charged salary amount)	\$0	\$260	\$260
Health Insurance (10.47% of charged salary amount)	\$0	\$1,879	\$1,879
Workers Comp Ins (1.00% of charged salary amount)	\$0	\$179	\$179
Disability (0.25% of charged salary amount)	\$0	\$45	\$45
Provides informal training, guidance, and oversees all child victim cases.			\$0
Benefits including: health, dental, vision, retirement, workers comp and disability. SDI and applicable taxes.			\$0
This source of match will be derived from services provided by a staff attorney directly related to accomplishing the objectives and goals of the program.			\$0
Program Coordinator - 0.10 FTE (Gen Fund Cash Match)			\$0
Salary - \$6,030.00 x 12 Mo x 0.10 FTE = \$7,236	\$0	\$7,236	\$7,236
Benefits			\$0
Retirement/PERS (19.85% of charged salary amount)	\$0	\$1,436	\$1,436
Medicare (1.45% of charged salary amount)	\$0	\$105	\$105
Health Insurance (31.95% of charged salary amount)	\$0	\$2,312	\$2,312
Workers Comp Ins (1.00% of charged salary amount)	\$0	\$72	\$72
Disability (0.25% of charged salary amount)	\$0	\$18	\$18
Provides oversight of victim advocates and participating staff and attends required program meetings. Benefits including: health, dental, vision, retirement, workers comp and disability. SDI and applicable taxes.			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Personal Section Totals	\$133,559	\$35,047	\$168,606
PERSONAL SECTION TOTAL			\$168,606

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of El Dorado District Attorney's Office	Subaward #: KC19 03 0090		
B. Operating Expenses	2019 VOCA	2019 VOCA Match	COST
0.5 FTE Child Advocate - Participating Staff			\$0
Participating staff contracted through The Center for Violence-Free Relationships			\$0
Provides advocacy, court accompaniment, referral assistance, case management, and administrative support.	\$26,146	\$0	\$26,146
Salary/Benefits \$25.14/hr x 1040 hours = \$26,146			\$0
Memberships/Accreditation Expenses			\$0
Children's Advocacy Centers of California - Annual Membership (required)	\$300	\$0	\$300
Calico Center - Annual Membership	\$300	\$0	\$300
MDIC Accreditation Application Fee	\$2,500	\$0	\$2,500
Training/Travel-Related Expenses:			\$0
3 Staff Members to Attend Child Maltreatment Conference or Related Event			\$0
Registration: \$575/person x 3 = \$1,725 Est	\$0	\$1,725	\$1,725
Hotel: \$173 per diem + \$25 taxes & fees x 4 nights x 3 = \$2,376 (only charging \$2,050) Est	\$0	\$2,050	\$2,050
Meals: Max \$46/day x 4 days x 3 = \$552 Est	\$0	\$552	\$552
Airfare (Roundtrip) to Conference \$300 x 3 = \$900 Est	\$0	\$900	\$900
Mileage: \$0.575/mi (Current Federal Rate)*100 miles x 3 = \$173 Est	\$0	\$173	\$173
Training/Travel-Related Expenses for Advocate through The Center for Violence-Free Relationships:			\$0
1 Staff Members to Attend Child Maltreatment Conference or Related Event			\$0
Registration: \$575 Est	\$575	\$0	\$575
Hotel: \$173 per diem + \$25 taxes & fees x 4 nights = \$792 (only charging \$683) Est	\$683	\$0	\$683
Meals: Max \$46/day x 4 days = \$184 Est	\$184	\$0	\$184
Airfare (Roundtrip) to Conference \$300 Est	\$300	\$0	\$300
Mileage: \$0.575/mi (Current Federal Rate)*100 miles = \$58 Est	\$58	\$0	\$58
Onsite Training for MDIC: Workshop TBD			\$0
Workshop Expenses (7.5 hours of training x \$81.25 = \$609.38 + 18 hours of travel and prep work x \$81.25 = \$1,462.50) - (Only charging \$2,000)	\$2,000	\$0	\$2,000
Travel for Onsite Training - Airfare, Est \$300	\$300	\$0	\$300
Travel for Onsite Training - Mileage Est - \$0.575/mi x 100 mi = \$58	\$58	\$0	\$58
Travel for Onsite Training - Rental Car Est - 2 days x \$100 = \$200	\$200	\$0	\$200
Travel for Onsite Training - 1 Night Hotel; Per Diem Rate \$119 + Taxes/Fees, Est \$169 total	\$169	\$0	\$169
Travel for Onsite Training - Meals/Per Diem Est 2 days x \$66 = \$132	\$132	\$0	\$132
Travel for Onsite Training - Fuel for Rental Car, Est \$30	\$30	\$0	\$30
Travel for Onsite Training - Airport Parking Est, 2 days x \$15 = \$30	\$30	\$0	\$30
LETS Technology Agreement			\$0
Investigative Digital Phone & Audio Secure Recordings System	\$0	\$1,895	\$1,895
Office Supplies & Equipment for 2 MDIC rooms (Estimated Costs)			\$0
Miscellaneous, as needed items, such as computer accessories, printer supplies, paper, folders, and other minor office supply items for the MDIC, and MDIC room supplies, such as coloring books, games, & snacks for children.	\$2,000	\$0	\$2,000
Equipment Rental			\$0
Copier/Scanner/Printer x 2 - \$40/base per month, per unit + \$37.30/month for copy overages (est) = \$1,408	\$0	\$1,408	\$1,408
Promotion, Printing, and/or Design Expenses			\$0
Child Advocacy Center Welcome & Informational Video, Est	\$2,000	\$0	\$2,000
Laptop for CAC Advocate			\$0
Laptop Hardware, Software, and Case Est	\$1,280	\$0	\$1,280
Cell Phone for CAC Coordinator			\$0
\$60/month x 12 months = \$720	\$720	\$0	\$720
Cell Phone for CAC Advocate			\$0
\$60/month x 12 months = \$720	\$720	\$0	\$720
*Facility Rental - Fausel House CAC Conf, Interview & Viewing Rooms (Match)			\$0
772 Pacific Street Monthly Rent Cost: \$2,625; Useable Sq Ft: 1,500			\$0
1,500 sq ft x \$1.75 Cost per square foot: \$2,625	\$0	\$0	\$0
\$2,625 x 12 Months = \$31,500 (not charging)			\$0
de Minimis indirect rate* (*Additional Funding)			\$0
*MTDC Personnel + Operating + Equipment = \$168,606 + \$48,242 + \$0.00 = \$216,848	\$756	\$0	\$756
*Contract amts above \$25,000, facility lease & Indirect not included in operating MTDC.			\$0
Includes administrative costs associated with the MDIC division of the El Dorado County District Attorney's Office. \$216,848 x 10% = \$21,685 (only charging \$756)			\$0
			\$0
Operating Section Totals	\$41,441	\$8,703	\$50,144
OPERATING SECTION TOTAL			\$50,144

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of El Dorado District Attorney's Office		Subaward #: KC19 03 0090	
C. Equipment	2019 VOCA	2019 VOCA Match	COST
None			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
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			\$0
Equipment Section Totals	\$0	\$0	\$0
EQUIPMENT SECTION TOTAL			\$0
Category Totals			
<i>Same as Section 12G on the Grant Subaward Face Sheet</i>	\$175,000	\$43,750	
Total Project Cost			\$218,750

Project Narrative

A. Problem Statement

Since the last funding for the 18-19 KC Program Grant, the Child Advocacy Center (CAC) has made several modifications to better serve the community of El Dorado County and in working toward meeting accreditation standards put forth by the National Children's Alliance (NCA). The part-time counselor position funded by the KC Program Grant was found to not meet the needs for mental health per accreditation standards and funding for the position was removed from the grant. Instead, the CAC has partnered with a local, non-profit therapy program which specializes in trauma informed care to meet NCA Guidelines.

Additionally, the CAC remained consistent in the 2019 calendar year with the number of families served and forensic interviews conducted, with 107 interviews completed with only one primary interviewer. This created a need for more trained interviewers throughout our multidisciplinary team (MDT) partnerships, and four new interviewers attended training sponsored by the CAC in November 2019, one of which being bilingual and filling the need for a Spanish-speaking forensic interviewer.

The large number of families served has also created a need for more case management, advocacy, follow-up, and support. The CAC does not currently have the funding for a dedicated advocate for child victims and their families,

which would be ideal as our program and outreach within the community grows.

B. Plan

1. The multidisciplinary team and the plan to increase the effectiveness of the team's response to child abuse/neglect cases

Because of the unique geographical boundaries of El Dorado County, the Fausel House CAC program currently has two different strong community MDTs to specifically address needs on the West Slope (located in Placerville) and the East Slope (South Lake Tahoe area) respectively. On the West Slope, the collaborative team includes the CAC Coordinator, six Deputy District Attorneys assigned to the Special Victims Unit (a specialized unit that vertically prosecutes cases in order to focus on the needs of vulnerable victims, including child victims of sexual assault, physical abuse, and witnesses of domestic violence or other violent crimes), two El Dorado County Sheriff's Office (EDSO) child abuse and sexual assault detectives, the Placerville Police Department (PPD) detective (a general detective for all crimes against persons), Child Protective Services (CPS), the Program Director from the SART clinic (the BEAR program), EDCDA victim witness program specialists, victim advocates from The Center for Violence Free Relationships (a non-profit organization recognized at the local, state, and national level for providing advocacy, crisis response, group counseling, legal assistance, and intervention for victims of domestic violence and sexual assault), therapy

associates and MFTs from Hope Counseling (formally known as The Place Within) who specialize in trauma informed therapy modalities for children and families served by the CAC, a District Attorney Sexual Assault Investigator, and a District Attorney Domestic Violence Investigator.

In South Lake Tahoe, the team consists of the CAC Coordinator, Deputy District Attorneys assigned to the Special Victims Unit, EDCDA victim witness Program Specialists (including one who is permanently assigned to the South Lake Tahoe District Attorney's Office to better serve families in that community), advocates and therapy services providers employed by Live Violence Free, a local, non-profit advocacy and counseling center specializing in trauma informed care and therapy for children and their families in South Lake Tahoe, a District Attorney Sexual Assault Investigator, a District Attorney Domestic Violence Investigator, detectives from the South Lake Tahoe Police Department (SLTPD) and El Dorado County Sheriff's Office (EDSO) Tahoe division, a SART Coordinator from Washoe County District Attorney's Office (where South Lake Tahoe victims receive SART services and exams), as well as South Lake Tahoe CPS staff.

Throughout the last year of the KC Grant Program funding, the MDT has made great strides in increasing the effectiveness of response to child abuse and neglect cases. In Placerville, CPS has provided a dedicated social worker who has a desk within the CAC and works directly with the CAC coordinator to staff cases of child abuse and neglect, collaborate for services needed and timelines for investigation within the CAC in partnership with local law enforcement, and to

provide ongoing follow-up information regarding children's needs and the needs of their families. This was made possible with the completion and signing of a new interagency protocol within El Dorado County, which included updated protocols on trauma informed practices throughout each branch of the MDT; appropriate responses for law enforcement and CPS for initial referrals; and specific direction on minimizing interviews of children in the field prior to forensic interviews. Having a CPS social worker onsite at the CAC has significantly increased our ability to collaborate. In addition, the number of forensic interviews requested by CPS staff has increased, showing a shared effort within the MDT to minimize the trauma associated with repeated interviewing and/or field interviewing.

The CAC Coordinator has worked with local agencies to provide protocol training to ensure all law enforcement and CPS agencies throughout the county understand the best practices in trauma informed care and the CAC model. In addition, the CAC Coordinator partnered with CIR/CAATA to provide cultural diversity training for advocates, as well as sponsored a CFIT (California Forensic Interview Training) class held in El Dorado Hills, CA wherein four new interviewers from the MDT were trained to assist the CAC in conducting forensic interviews. One of those interviewers is bilingual (Spanish-speaking) and will be able to assist the CAC in conducting and viewing forensic interviews in Spanish for children who speak English as a second language, or are simply more comfortable speaking about traumatic incidents in Spanish. To assist training participants in understanding a prosecution perspective in relation to forensic interviewing,

testimony, and multidisciplinary teams, the EDCDA SVU Lead attorney facilitated training on courtroom testimony.

With the assistance of the KC Grant funding, the CAC Coordinator has also scheduled MDT training on Sexual Offenders and investigating cases of child sexual assault. This training will be facilitated by Cory Jewell Jensen, one of the foremost experts on sexual offenders and how they groom children, victimize children, and how investigators can be most effective in interviewing them. This training is scheduled for February 2019. In addition, the CAC Coordinator is facilitating an additional CFIT training in March 2019, wherein 2-3 additional interviewers will be trained to assist the CAC, to include another Spanish-speaking interviewer and a new District Attorney Investigator to assist the Coordinator in-house at the CAC. The CAC Coordinator has also attended a Peer Review Facilitator program to best prepare and assist new interviewers and members of the MDT.

As we go forward into the next KC Grant Program year, the CAC plans to continue to provide training for MDT members on trauma informed care and best practices for forensic interviews and child abuse investigation. The KC Grant Program funding will allow four MDT members to attend the National Conference on Child and Family Maltreatment held in San Diego, CA annually. Information learned from this conference will be brought back to the MDT. The funding will also give the CAC an opportunity to have an annual sponsored training with an

expert speaker on the topics such as investigation, secondary traumatic stress, and/or trauma-informed practices for children and their families.

In addition, the CAC plans to implement elements of our new interagency protocol, to include a Steering Committee comprised of leadership from all involved partner agencies to ensure standard procedures are being met and any barriers or complications to the protocol or MDT partnerships can be addressed swiftly with a collaborative approach.

The CAC has attained memberships with the NCA as an Associate/Developing member, and has continued membership with the state chapter CACs of California through the use of KC Grant funding. With these memberships and partnerships, the CAC plans to implement the Outcome Measurement System (OMS) through NCA to ensure initial surveys are provided to children and their families, follow-up surveys are provided to families, as well as MDT surveys are provided to the team to ensure all needs are being met within the team and to the families we serve. In addition, the CAC is in the process of beginning the use of Collaborate, a case tracking program provided by CACs of California, which will allow access to CAC cases and updates. The use of Collaborate will allow the CAC, law enforcement, CPS, victim advocates, and mental health providers to provide updates on CAC clients and their families to track their needs, ongoing treatment, and where their case is within the criminal justice system and court process.

Also through the assistance of the state chapter, the CAC was able to secure a contract with Vidanyx, a cloud-based storage system for forensic interview video files and attachments which offers encrypted and secure storage of these extremely sensitive pieces of evidence. The use of Vidanyx has allowed the CAC to become the primary custodian of record for forensic interview files, eliminating the cost of burning DVDs within the center, eliminating concerns of DVDs being lost, misplaced, or duplicated outside of the center, and allowing for convenient file sharing for our MDT partners for discovery requests or dependency court needs. Interview files can be shared to MDT partners sometimes unable to attend forensic interviews, such as our mental health partners, to better assist therapists in providing in trauma-informed therapy assessments, or with CPS staff who may acquire a need to view the forensic interview at a later date. All file sharing is done within the cloud-based system and all access to the interviews is tracked and reported permanently in the system ensuring highest levels of confidentiality and security for the forensic interviews conducted at the CAC.

In order to better ensure an efficient and immediate response is possible in the event the El Dorado County MDT is in need of CAC related services, case reviews, forensic interviews, or general case consultation, the KC grant program funding has provided the opportunity for a laptop and 24-hour cell phone for the CAC Coordinator to be available to MDT members at all times.

In collaboration with the law enforcement agencies involved in our MDT, often the necessity for immediate pre-text phone calls or recorded conversations

follow a forensic interview. To better assist the MDT, the KC Grant Program funding has allowed the EDCDA/CAC to purchase the LETS telephonic recording system. This system allows for pre-text phone calls to be conducted immediately at the CAC without the need for external equipment, allows investigators to use the program to gather official telephonic recorded statements, and also assists with victims who live outside of El Dorado County to conduct recorded phone calls at the request of law enforcement from the comfort of their own homes, with mental health providers or other advocates present, all while ensuring law enforcement can listen-in remotely to assist the victim.

With the introduction of new forensic interviewers in-house and within our MDT partnerships, the CAC Coordinator has already begun and will continue to get new interviewers into the mentorship program to allow new interviewers to feel confident and competent in conducting interviews at the CACs (both in Placerville and South Lake Tahoe). Local peer reviews will be conducted with our internal MDT interviewers, as well as quarterly peer reviews with local northern California CAC agencies to ensure best practices are followed and obtain much needed critiques and constructive ideas for interviewing practices.

The Fausel House CAC continues to increase its effectiveness and progress toward accreditation through NCA with the help of the KC Grant program funding. We are hopeful we will be prepared to apply for an accreditation review through NCA within the next year's grant reporting period.

2. The frequency at which forensic interviews take place at the CAC and how that information is shared with the multidisciplinary team

For calendar year 2019, the Fausel House CAC conducted 107 forensic interviews. These interviews were conducted based on the 10-step protocol taught through CFIT, which is adapted from the National Institute of Childhood Health and Development (NICHD) protocol. Interviews are requested via referral from CPS or law enforcement agencies, wherein an initial report is provided to the CAC Coordinator. At that time, the CAC Coordinator informs victim advocates, Deputy District Attorneys, CPS social workers, and mental health professionals of a scheduled time for the interview in which all parties can attend. Each interview is preceded by a case briefing with all members of the team to ensure all appropriate information is shared prior to the interview and the forensic interviewer is aware of all necessary information needed from the team throughout the interview process.

After the interview is conducted, a post-interview briefing occurs wherein follow-up procedures and investigatory needs are discussed. In addition, MDT members have an opportunity to meet with family members and non-offending caregivers to provide them updates on the case and the next steps each MDT agency will need to take.

During a monthly case review, all MDT members are present wherein all new investigations are discussed and information is shared with all MDT members to ensure wrap-around services are provided to children and their families.

3. Victim advocacy services provided

The EDCDA provides Victim Witness Program Specialists to assist in direct services and advocacy to all child physical and sexual abuse victims and witnesses of traumatic events such as domestic violence, including the fourteen mandatory and all ten optional services defined in Section 13835.5 of the California Penal Code for both West Slope and South Lake Tahoe locations. Each Program Specialist has completed the CCVAA Entry Level Advocate Academy Training. As members of the MDT team, advocates are assigned to each forensic interview that is scheduled for purposes of providing direct services to families or caretakers. Upon arrival to the CAC, families and caretakers are assisted in completing intake forms and are offered CalVCB Victim Compensation applications for counseling or additional assistance. Advocates remain with the family or guardian while the child is being interviewed. After the child interview is complete, the advocate may stay with the child while families or caregivers speak with law enforcement and the other members of the MDT. Spanish speaking advocates are available when necessary. Families served by the CAC needing language services for languages other than Spanish will be served by interpreters to ensure they are provided the same level of service as all other families of other cultural backgrounds.

As previously discussed in the problem statement, the CAC has determined a need for dedicated advocacy services for children and their families. To ensure

children and families served by the CAC receive the highest level of care and follow-up services, the EDCDA and Fausel House CAC plan to partner with the Center for Violence Free Relationships (The Center) in Placerville for additional advocacy resources during the upcoming KC Grant Program funding period.

The Center is a non-profit organization recognized at the local, state, and national level for its innovative, groundbreaking programs, and its ability to provide essential services to families in need. The Center provides a 24-hour crisis line; emergency shelter, emergency food, clothing, and transportation; individual and group counseling; legal assistance with TROs, protective and/or custody orders; and intervention programs. As one of the only agencies of its kind that tracks, measures, verifies and reports the actual impact each program and service is having toward stopping the cycle of violence, The Center is empowering individuals to live free from abuse. The Center was founded in 1979, and over the past 40 years The Center has been committed to building a community free from sexual assault and domestic violence. They are the only sexual assault and domestic violence agency serving the western slope of El Dorado County. They have stable and experienced staff trained in the fields of domestic violence and sexual assault. Specifically, counselors are trained to provide case planning and coordination, individual and group peer counseling, crisis intervention, and advocacy to those affected by domestic violence and sexual assault in a non-clinical setting. The Center is located at 344 Placerville Drive, #11, Placerville, CA 95667. Their phone number is (530) 626-1450.

The CAC aims to enter into an operational agreement for a part-time child advocate position to be housed within the CAC. This advocate will be crucial for children and their families in providing referrals and resources to meet each family's individual needs, as well as providing updates to the MDT during case review. They will assist in court accompaniment for children and their families, assist families in gaining familiarity with the criminal justice system and any testifying processes, case management and tracking, and in assisting the CAC Coordinator in meeting NCA standards for case management, advocacy, and care for children, families, and non-offending caregivers.

4. Mental Health Services

During last year's KC Grant Funding program, the EDCDA and CAC had entered into a contract with The Center for a part time counselor position to assist families in crisis counseling and advocacy. This position, while extremely helpful for family advocacy, did not meet the needs for mental health services as required by NCA. In May 2019, the CAC recognized that a change regarding this position needed to be made. In order to provide mental health services through the CAC, the CAC and EDCDA partnered with a local, non-profit therapy group, The Place Within, located in Folsom, California. The Place Within provided therapy associates to attend forensic interviews, provide direct referrals to families after their children received forensic interviews, and began attending case reviews monthly for our Placerville location.

In November 2019, The Place Within's Executive Director went on to pursue other goals, and The Place Within was absorbed by Hope Counseling Services, a non-profit therapy group with locations in Roseville, CA, Sacramento, CA, and Folsom, CA (taking over The Place Within's facilities). The CAC and EDCDA has now partnered with Hope Counseling to be the official mental health partner for the CAC in Placerville, CA. Hope Counseling provides children and families with trauma-informed therapy practices, to include EMDR, CBT, adolescent counseling, group therapy, and ACT therapy. In addition, Hope Counseling employs bilingual therapists, as well as ASL (American Sign Language) therapy. Hope Counseling is committed to serving CAC clients, families, and non-offending caregivers and accepts CalVCB funding to ensure all families can receive treatment regardless of their ability to pay. Hope Counseling is familiar with all NCA accreditation standards and has committed to meeting those standards of care for all CAC clients and families. In addition, they have committed to having a therapist present at all case reviews in the Placerville area, and have agreed to dedicate their own case management program to tracking Fausel House CAC clients and families. Each CAC client will also be provided with a release of information consent form to allow therapists to share crucial information with the MDT. Hope Counseling is located at 530 Plaza Drive, Folsom, CA. Their phone number is 916-780-1059.

For South Lake Tahoe CAC clients and families, the CAC and EDCDA has partnered with Live Violence Free (LVF), a non-profit counseling and advocacy

center. Live Violence Free offers trauma-informed therapy services to all CAC clients and families who are interested in receiving services, all of which also meet NCA's standards of care for mental health. LVF and EDCDA have an active operational agreement through June 30, 2022, wherein LVF has agreed to accept all referrals to provide victims of crime and their families with counseling services, referrals, information related to the criminal justice system, and other victim/witness services as appropriate. In addition, providers from LVF have attended and are committed to continue attending case review meetings in the South Lake Tahoe area for ongoing case management and referrals for South Lake Tahoe CAC clients and families. Live Violence Free accepts CalVCB funding to ensure all families can receive treatment regardless of their ability to pay. Live Violence Free is located at 2941 Lake Tahoe Boulevard, South Lake Tahoe, CA. Their phone number is 530-544-2118.

5. The frequency of case reviews; how the CAC coordinates the MDT for case reviews

Case reviews for both the West Slope (Placerville area) and South Lake Tahoe areas are held monthly. Placerville case reviews are held the second Wednesday of every month at the EDCDA's office, and South Lake Tahoe case reviews are held at Live Violence Free the third Monday of every month.

At each location, a team member is present from each discipline of the MDT, and when they cannot personally attend, they are often present via phone

conference to the meeting (this is particularly applicable with our medical partners who are presented with more difficulty personally attending due to their distance from each of the meeting locations). In addition to the aforementioned MDT members, a criminalist from the Department of Justice (DOJ) crime laboratory regularly attends case reviews in Placerville to assist investigators, prosecutors, and medical staff with information regarding forensic evidence collection, processing, and test results.

Case reviews consist of a conference with MDT members for all new CAC cases, as well as CAC cases which are in the active stages of investigation or the court process. MDT members are provided with updates from law enforcement, medical personnel, Deputy District Attorneys, Advocates, CPS social workers, and mental health providers regarding the needs of the family, any issues the family may have at the time, the best procedures for continued follow-up and engagement with children and their families, as well as upcoming court dates and court processes. This allows MDT members to ensure families are continually supported and prepared for how their cases are progressing.

In addition to a review of all CAC cases, one case is chosen by the team to discuss at length. During these case reviews, the MDT discusses the case from initial referral and through the forensic interview and investigative process. MDT members are able to discuss what went well, any processes which could be improved upon, and how to best go forward with case management, services for

the family, and any investigative steps required by law enforcement, CPS, or the District Attorney's Office.

Monthly case review meetings are also a time where training for the MDT may be implemented. Training throughout the last KC Grant funding year has included protocol training, updated strangulation protocol training, suggestions from the court regarding photographs of injuries at different stages of healing, and training on case tracking and case management systems and processes.

6. How volunteers will be used

The EDCDA Victim Witness Program and The Center recruit volunteers to assist in administrative tasks such as front desk reception at The Center and administrative tasks within the EDCDA. Volunteers at EDCDA are required to pass a background process to adhere to confidentiality standards. Due to these extensive background requirements, the EDCDA has found recruitment of volunteers to be a challenge, yet we will continue to reach out to colleagues to find qualified volunteers to assist the program.

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

Subrecipient El Dorado County District Attorney's Office **Duns#** 087834029 **FIPS#** _____
Disaster/Program Title: Child Advocacy Center Program
Performance Period: 04/01/20 to 03/31/21 **Subaward Amount Requested:** \$ 175,000
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?	>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 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 2,396,748
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, etc.?	>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.*

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

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.

El Dorado County*

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.

4th District*

Represented by Congressman Tom McClintock

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.

State Assembly Districts are split between the 6th State Assembly District and the 5th State Assembly District*

5th State Assembly District represented by Frank Bigelow*

6th State Assembly District represented by Kevin Kiley

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.

1st State Senate District*

Represented by Brian Dahle

5. POPULATION OF SERVICE AREA: Enter the total population of the area served by the project.

El Dorado County Population 188,987 (2017)

**El Dorado County DA's Office
Organizational Chart: FY 19/20**

Updated 11/7/19

