



September 2, 2025

Lisette Suder
Assistant District Attorney
County of El Dorado – District Attorney's Office

Re: Violence Against Women Vertical Prosecution (VV) Program 2025-2026
Award Amount

Dear Ms. Suder,

This letter is to confirm that the California's Office of Emergency Services (Cal OES) intends to fund the County of El Dorado - District Attorney's Office \$202,545 with a required match of \$67,515 for the VV25 Program. The total project cost is \$270,060.

The 12-month funding cycle will begin on January 1, 2026, and will end December 31, 2026. Once the Application is approved, you will receive a formal letter of Grant Subaward approval.

Once you are notified that you are in grant award, you may bill for expenses retroactively to January 1, 2026, the original start date of your new performance period. Funding is contingent upon the availability of funds.

Please let me know if you have any questions.

Sincerely,

Susan Grace
Chief, Victim Witness & Prosecution



3650 SCHRIEVER AVENUE, MATHER, CA 95655
(916) 845-8838 TELEPHONE
www.CalOES.ca.gov



FISCAL YEAR 2025-26
VIOLENCE AGAINST WOMEN VERTICAL PROSECUTION (VV) PROGRAM
SUPPLEMENTAL

The Provisions of this Program Supplemental provide the programmatic requirements and supersede previous Non-Competitive Funding Opportunities and conflicting administrative and fiscal requirements in the [Subrecipient Handbook \(SRH\)](#). Applicants are strongly encouraged to review the SRH, which outlines the requirements that apply to Cal OES Victim Services Branch Grant Subawards.

A. PREREQUISITES

At the time of the submission of the Grant Subaward Application, Applicants must:

- **Not** have an exclusion record in SAM. An exclusion record in SAM indicates that a contractor (agency) is listed in the federal government-wide system for debarment and suspension. An agency that is debarred or suspended is excluded from activities involving federal financial and nonfinancial assistance and benefits. [Check SAM status](#).
- Have an “active” status and “good” standing for both the Secretary of State and Franchise Tax Board on the California Secretary of State website. [Check California Secretary of State status](#).
- Upload the written Proof of Authority by the governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority to the Authorized Agent to enter the Subrecipient into Grant Subaward with Cal OES.

The written authorization must include the name of the Cal OES Program(s) or state “All Cal OES Programs,” state the individual(s) (by title) authorized to act as the Authorized Agent (as indicated on the applicable Grant Subaward Contact Information form in GCS). Include

the signature of the governing body representative, include the date signed, and state that the Authorized Agent has authority to enter into Grant Subaward (this includes subsequent amendments unless otherwise stated).

To remain eligible for payments of Grant Subaward funds, Subrecipients must maintain the above requirements throughout the Grant Subaward performance period.

B. FUNDING INFORMATION

Detailed information on all VS Branch federal fund sources can be found in the [VS Branch Federal Fund Information Guide](#). Applicants are **strongly encouraged** to review this document to familiarize themselves with the requirements for all fund sources that support this Program.

The Program is supported through the Services*Training*Officers*Prosecutors (STOP) Violence Against Women Formula Grant Program.

- Promotes the development and implementation of effective, victim-centered law enforcement, prosecution, and court strategies to address violent crimes against women and the development and enhancement of victim services in cases involving violent crimes against women.
- Requires a cash or in-kind match equal to 25 percent of the total project cost. Tribes and victim service providers are exempt.

C. PROGRAMMATIC INFORMATION

1. Background Information/Program Description

Vertical prosecution is shown to improve conviction rates, reduce victim/survivor trauma, and provide more consistent and appropriate sentencing. The specialized unit shall consist of a highly qualified prosecutor and victim advocate but may also fund an investigator. Subrecipients must concentrate prosecutorial efforts and resources on

defendants who are charged with crimes of domestic violence, dating violence, sexual assault, and/or stalking.

The purpose of the Program is to improve the criminal justice system's processing of violent crimes against women through a coordinated, multi-disciplinary, prosecutorial response, including specialized units with a highly qualified prosecutor and victim advocate.

2. Programmatic Components

a. Vertical Prosecution

Vertical prosecution is when a prosecutor is assigned to a case from the initial filing of charges through the penalty phase. Subrecipients must assign at least one full-time equivalent (FTE) prosecutor to the unit. Subrecipients with a service area population of 74,999 or below may fund a 0.5 FTE prosecutor. To allow for the realities of case management, such as scheduling conflicts and illness, specialized units may utilize three methods of vertical prosecution:

- True Vertical Prosecution

The principal prosecutor files the charges or makes the first appearance in cases where the defendant meets the necessary criteria for vertical prosecution. The principal prosecutor attends all subsequent court appearances through the sentencing stage.

- Major Stage Vertical Prosecution

The principal prosecutor files the charges or makes the first appearance in cases where the defendant meets the necessary criteria for vertical prosecution. The principal prosecutor is present for all significant appearances, such as preliminary hearing, trial, sentencing, contested motions affecting bail, admissibility of evidence, dismissal of charges,

change of venue, motions to sever or consolidate, discovery, set aside the verdict, or motions concerning search warrants.

- Unit Vertical Prosecution

The principal prosecutor who files the charges or makes the first court appearance in cases where the defendant meets the necessary criteria for vertical prosecution is assisted by no more than one other unit prosecutor. This back-up prosecutor must be designated for the entire Grant Subaward performance period. Assistance is determined by extraordinary circumstances such as court conflicts, court calendar conflicts, geographic location of hearings, illness, or absence due to unavoidable circumstances.

b. Victim Advocacy

Victim advocacy plays an integral part in breaking the cycle of violence. Subrecipients must commit a minimum of a 0.5 FTE victim advocate to the unit.

- Advocates must provide crisis intervention, court accompaniment, resource and referral assistance, criminal justice system orientation, and victim compensation claim assistance.
- Advocates must promptly contact victims/survivors following the assignment of the case. Advocates must make several attempts to contact hard-to-reach victims/survivors.

Victim advocacy may be accomplished through an Operational Agreement with a Cal OES-funded Domestic Violence Assistance Program, Rape Crisis Program, and/or Victim Witness Assistance Program.

c. Highly Qualified Staff

Subrecipients will be required to assign highly qualified staff to the vertical prosecution unit for the duration of the Grant Subaward performance period.

- Attorneys must have a minimum of two years' experience in the prosecution of felony cases, and City Attorneys must have a minimum of two years' experience in the prosecution of misdemeanor cases involving domestic violence, dating violence, sexual assault, and/or stalking. Assigned prosecutors must enroll and complete the California District Attorneys Association, Cal OES-sponsored training on domestic violence, dating violence, sexual assault, and/or stalking during the Grant Subaward performance period.
- Victim Advocates must meet the requirements as defined by California Evidence Code § 1035-1036.2 for sexual assault counselors and/or California Evidence Code § 1037-1037.7 for domestic violence counselors. A Victim Witness Advocate must have a minimum of two years' experience assisting victims/survivors of domestic violence, dating violence, sexual assault, and/or stalking, and have completed the California Crime Victim Assistance Association's, Cal OES-sponsored mandatory 40-hour Entry Level Advocate Training.

d. Community Coordination

Subrecipient staff must attend regularly scheduled jurisdictional multi-disciplinary task force and/or service provider committee meetings that focus on the crime type(s) assigned for vertical prosecution. If a Subrecipient is in a county that does not have an existing multi-disciplinary task force and/or committee, Subrecipient staff must work to develop those community partnerships and establish regular meetings.

e. Required Policies

Subrecipients shall adopt and pursue the following policies:

- All reasonable prosecutorial efforts will be made to resist pre-trial release of a charged defendant.

- All reasonable prosecutorial efforts will be made to reduce the time between arrest and disposition of the case.
- All prosecutors, advocates, and investigators (funded in full or in part by the grant) will maintain a reduced caseload.

f. Prosecutorial Best Practices

The Office on Violence Against Women for Services*Training*Officers*Prosecutors (STOP) Violence Against Women Formula Grant Program(s) requires all Subrecipients to utilize victim/survivor-centered prosecutorial best practices when providing direct services. The Prosecutorial Best Practices form must be completed annually, signed by the elected District Attorney, and uploaded to the VV Application.

All VV Grant Subaward Subrecipients must approve, implement, and certify that they have met all the requirements of the Prosecutorial Best Practices Certification by December 31, 2026, to be eligible for continued funding.

g. Operational Agreements

Operational Agreements (OAs) with the following agencies are required:

- Local law enforcement
- Victim Witness Assistance Program(s)
- Domestic Violence agencies
- Hospitals and medical treatment facilities

An OA (also referred to as a Memorandum of Understanding) is a formal agreement, without the exchange of money, between a Subrecipient and one or more participating agencies/organizations. The OA reflects the roles each agency/organization will play in achieving the goals and objectives of the Grant Subaward (*SRH Section 7.005*).

h. Assistance with California Victim Compensation Board Claims

Subrecipients are strongly encouraged to assist victims/survivors with applying for compensation benefits through the California Victim Compensation Board. Activities may include:

- Advising of the availability of such benefits.
- Assisting with application forms and understanding procedures.
- Obtaining necessary documentation to support the claim.
- Monitoring claim status.

Subrecipients are also strongly encouraged to allocate funds for tablets or mobile communication devices and cellular service to swiftly facilitate the online application process in the office or in the field.

D. PROGRAM REPORTING REQUIREMENTS

Progress Reports serve as a record for the implementation of the Grant Subaward. Statistics for Progress Reports must be collected on a quarterly basis, even when reporting occurs less frequently. The following reports are required:

1. Cal OES Progress Reports

There are two Progress Reports required for the Program. See the chart below for report periods and due dates.

Report	Report Period	Due Date
1st Report	January 1, 2026 – June 30, 2026	July 31, 2026
Final Report	July 1, 2026 – December 31, 2026	January 29, 2027

2. Office on Violence Against Women (OVW) Report

Subrecipients receiving STOP Violence Against Women Formula Grant Program funds must complete the Annual Progress Report for the STOP

Violence Against Women Formula Grant Program. This report covers the calendar year period of January 1 through December 31. This report is due to Cal OES no later than January 29, 2027.



Prosecutorial Best Practices Certification

Information and Instructions

The Office of Violence Against Women for Services*Training*Officers*Prosecutors (STOP) Violence Against Women Formula Grant Program(s) requires all Subrecipients utilize victim/survivor centered prosecutorial best practices when providing direct services. This form must be completed annually and signed by the elected District Attorney. Progress must be documented to ensure all requirements are met by December 31, 2026.

All Subrecipients must meet the following requirements per [34 U.S. Code § 10454](#):

- Training – All agency personnel who provide services to victims/survivors of domestic violence, sexual assault, dating violence, and stalking must attend victim/survivor centered training developed by experts in the field.
- Policies – Subrecipients must have approved written policies utilizing a victim/survivor centered approach for prosecution of domestic violence, sexual assault, dating violence, and stalking that is consistent with best practices presented during victim/survivor centered training.
- Protocols – Subrecipients must have approved written protocol(s) for alternative best practices and procedures to be implemented before issuing a material witness petition or bench warrant. Protocols must be victim/survivor centered, trauma-informed, and reduce/prevent retraumatizing the victim/survivor.

Subrecipients must adhere to the following timeline:

- Year 1 – Subrecipient certifies they will meet requirements by 12/31/2026.
- Year 2 – Subrecipient certifies progress and action taken.
- Year 3 – Subrecipient certifies progress and action taken to complete certification by 12/31/2026.
- Year 4 and 5 – Subrecipient certifies all Prosecutorial Best Practices Certification requirements are complete.



Prosecutorial Best Practices Certification

Grant Subaward #: _____

Subrecipient: _____

I, _____, (County District Attorney) hereby certify the progress for Prosecutorial Best Practices Certification for the above Subrecipient. I understand that continuation of Violence Against Women Vertical Prosecution Grant Subaward, STOP funding is contingent upon meeting all the following certification requirements on or before December 31, 2026.

Prosecutorial Best Practices Certification Requirements	Yes	No
All personnel who provide direct services to victims/survivors of domestic violence, sexual assault, dating violence, and or stalking attend victim centered training developed by experts in this field.		
Your agency has implemented approved written policies to provide victim/survivor centered prosecutorial services.		
Your agency has implemented approved protocol(s) for alternative victim/survivor centered best practices for procedures to be utilized before issuing material witness petitions and bench warrants.		

If No is check for any requirement(s), provide a detailed plan and timeline for progress to meet all certification requirements by December 31, 2026.

By signing, I hereby certify that the above information is accurate.

District Attorney Name

District Attorney Signature

Date

Cal OES Approval:

Unit Chief Name

Unit Chief Signature

Date



Cal OES

GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

**Federal Fund Grant Subaward Assurances
STOP Violence Against Women Formula Grant Program –
2024 STOP**

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

1. 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, 200.337.

2. 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.

3. 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 18 hours after an occurrence of an actual breach, or the detection of an imminent breach.

4. 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.

5. 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.

6. 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>.

7. 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/sites/default/files/ovw/legacy/2012/06/28/ovw-training-guiding-principles-granteessubgrantees.>

8. 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.

9. 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.

10. 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 relate to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or conduct explicitly religious activities.

11. 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."

12. 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.

13. 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.

14. 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 also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

15. 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 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) It certifies that, if it learns or is 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.

16. 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.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this Grant Subaward, the Subrecipient is to contact Cal OES for guidance.

17. 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.

18. 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 Violence Against Women Act Reauthorization Act of 2022, P.L. 117-103, 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.

19. 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.

20. 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.

21. 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>.

Under section 40002(b)(2) of the Violence Against Women Act, as amended (42 U.S.C. 13925(b)(2)), Subrecipients with funding from the Office on Violence Against Women (OVW) are required to meet the following terms with regard to nondisclosure of confidential or private information and to document their compliance. By signature on this form, applicants for grants from OVW are acknowledging that that they have notice that, if awarded funds, they will be required to comply with this provision, and will mandate that Subrecipients, if any, comply with this provision, and will create and maintain documentation of compliance, such as policies and

procedures for release of victim information, and will mandate that subgrantees, if any, will do so as well.

(A) In general - In order to ensure the safety of adult, youth, and child victims of domestic violence, dating violence, sexual assault, or stalking, and their families, Subrecipients under this subchapter shall protect the confidentiality and privacy of persons receiving services.

(B) Nondisclosure – Subject to subparagraphs (C) and (D), Subrecipients shall not-

- i. Disclose, reveal, or release any personally identifying information or individual information collected in connection with services requested, utilized, or denied through Recipients' and Subrecipients' programs, regardless of whether the information has been encoded, encrypted, hashed, or otherwise protected; or
- ii. Disclose, reveal, or release individual client information without the informed, written reasonably time-limited consent of the person (or in the case of an unemancipated minor, the minor and the parent or guardian or in the case of legal incapacity, a court-appointed guardian) about whom information is sought, whether for this program or any Federal, State, tribal or territorial grant program, except that consent for release may not be given by the abuser of the minor, incapacitated person, or the abuser of the other parent of the minor.

If a minor or a person with a legally appointed guardian is permitted by law to receive services without the parent's or guardian's consent, the minor or person with a guardian may release information without additional consent.

(C) Release – If release of information described in subparagraph (B) is compelled by statutory or court mandate –

- i. Subrecipients shall make reasonable attempts to provide notice to victims affected by the disclosure of information; and
- ii. Subrecipients shall take steps necessary to protect the privacy and safety of the persons affected by the release of the information.

(D) Information sharing –

- i. Subrecipients may share –
 - I. Nonpersonally identifying data in the aggregate regarding services to their clients and nonpersonally identifying demographic information in order to comply with Federal, State, tribal, or territorial reporting, evaluation, or data collection requirements;
 - II. Court-generated information and law enforcement-generated information contained in secure, governmental registries for protection order enforcement purposes; and
 - III. Law enforcement-generated and prosecution generated information necessary for law enforcement and prosecution purposes
- ii. In no circumstances may –
 - I. An adult, youth, or child victim of domestic violence, sexual assault, or stalking be required to provide a consent to release his or her personally identifying information as a condition of eligibility for the services provided by the Subrecipient.
 - II. Any personally identifying information be shared in order to comply with Federal, tribal, or State reporting, evaluation, or data collection requirements, whether for this program or any other Federal, tribal, or State grant program.

(E) Statutorily mandated reports of abuse or neglect – Nothing in this section prohibits a Recipient or Subrecipient from reporting suspected abuse or neglect, as those terms are defined and specifically mandated by the State or tribe involved.

(F) Oversight – Nothing in this paragraph shall prevent the Attorney General from disclosing grant activities authorized in this Act to the chairman and ranking members of the Committee on the Judiciary of the House of Representatives and the Committee on the Judiciary of the Senate exercising Congressional oversight authority. All disclosures shall protect

confidentiality and omit personally identifying information, including location information about individuals.

(G) Confidentiality assessment and assurances – Subrecipients must document their compliance with the confidentiality and privacy provisions required under this section.

22. 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.

23. 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.

24. 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.

25. 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. _____ 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."

26. 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.

27. 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(a)-(d) (rape exam payments), 34 U.S.C. § 10449(e) (judicial firearms notification), 34 U.S.C. § 10454(1) (training for prosecutors), 34 U.S.C. § 10454(2) (victim-centered policies, and 34 U.S.C. § 1045(3) (compelling victim testimony), and 34 U.S.C. § 10446(d)(6) (compliance with statutory award conditions). 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.

28. 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).

1. The legal assistance eligibility requirements are:

- (A) any person providing legal assistance through a program funded under this grant program
 - i. is a licensed attorney or is working under the direct supervision of a licensed attorney
 - ii. in immigration proceedings, is a Board Immigration Appeals accredited representative

- iii. in Veterans' Administration claims, is an accredited representative
 - iv. is any person who functions as an attorney or lay advocate in tribal court
- (B)
- i. has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population; or
 - ii. is partnered with an entity or person that has demonstrated expertise described in clause (i) and
 - iii. has completed or will complete training in connection with domestic violence, dating violence, 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 of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a tribal, state, territorial, local, or culturally specific domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate tribal, state, territorial, and local 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.



**Federal Fund Grant Subaward Assurances
Services*Training*Officers*Prosecutors Violence Against Women Formula Grant
Program – 2025 STOP**

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

**Cal OES has not received the federal fiscal year 2025
Services*Training*Officers*Prosecutors Violence Against Women Formula
Grant Program Award; therefore, the applicable assurances are not yet
available.**

**When funds become available, this document will be updated with the
applicable assurances. All impacted Subrecipients will be notified to log in
and certify compliance with the updated Federal Fund Grant Subaward
Assurance.**

**This must be done prior to reporting expenditures and requesting payment for
the applicable fund source.**

Standard Assurances of Compliance

I hereby certify that the 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. 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.

II. 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.

III. 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.

IV. 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.



Program Standard Assurances Addendum

As the duly authorized representative of the Applicant/Subrecipient, I hereby certify that the Applicant/Subrecipient, and any of its second-tier subrecipients or representatives, will comply with all applicable local, state, and federal statutes, including but not limited to the following state and federal statutes prohibiting hate-based conduct:

- (a) California Penal Code section 422.6(a);
- (b) California Penal Code section 404.6;
- (c) California Penal Code section 422(a);
- (d) California Civil Code section 52.1;
- (e) 18 U.S.C. § 249;
- (f) 42 U.S.C. § 3631;
- (g) 18 U.S.C. § 247; and
- (h) 18 U.S.C. § 241, 245.

Additionally, Applicant/Subrecipient will not engage, and certifies that it will take steps to ensure that its second-tier subrecipients and representatives do not engage, in conduct contrary to the purposes of the grant program and/or that threatens the safety and security of Californians, including, but not limited to, acts of violence or unlawful intimidation on the basis of race, gender, religion, national origin, sexual orientation, or other protected classifications. Prohibited conduct includes, but is not limited to, violation of the federal and state laws identified herein.

The undersigned represents that he/she is authorized to enter into this Addendum for and on behalf of the Applicant/Subrecipient. Applicant/Subrecipient understands that failure to comply with this Addendum or any of the assurances may result in suspension, termination, reduction, or de-obligation of funding. Applicant/Subrecipient agrees to repay funds in the event there is a violation of grant assurances.