

RUSH!

Contract # N/A:

CONTRACT ROUTING SHEET

Date Prepared: 9/15/09

Need Date: ASAP

PROCESSING DEPARTMENT:

Department: District Attorney
Dept. Contact: Jodi Albin
Phone #: 530-621-6421
Department _____
Head Signature: _____

CONTRACTOR:

Name: CALEMA
Address: 3650 Schriever Ave
Mather, CA 95655
Phone: 916-845-8506

CONTRACTING DEPARTMENT: District Attorney

Service Requested: Victim Witness Assistance Recovery Act Stimulus Grant
Contract Term: 7/1/09-6/30/10 Contract Value: \$0.00
Compliance with Human Resources requirements? Yes: X No: _____
Compliance verified by: _____

COUNTY COUNSEL: (Must approve all contracts and MOU's)

Approved: ✓ Disapproved: _____ Date: 9/18/09 By: D. Livingston DAL
Approved: _____ Disapproved: _____ Date: _____ By: _____

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: ✓ Disapproved: _____ Date: 9/16/09 By: [Signature]
Approved: _____ Disapproved: _____ Date: _____ By: _____

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____

09 SEP 21 PM 4:37
HUMAN RESOURCES DEPT

ARNOLD SCHWARZENEGGER
GOVERNOR



3650 SCHRIEVER AVENUE
MATHER, CA 95655

MATTHEW R. BETTENHAUSEN
ACTING SECRETARY

(916) 845-8506
(916) 845-8511 FAX

**CALIFORNIA EMERGENCY MANAGEMENT AGENCY
LAW ENFORCEMENT AND VICTIM SERVICES**

Application Cover Sheet

RFA PROCESS

VICTIM/WITNESS ASSISTANCE RECOVERY ACT – VAWA STIMULUS (RV)

Submitted by:

El Dorado County District Attorney's Office

Victim Witness Program

550 Main Street, Suite H

Placerville, CA 95667

(530) 642-4760

CALIFORNIA EMERGENCY MANAGEMENT AGENCY GRANT AWARD FACE SHEET (Cal EMA 2-101)

The California Emergency Management Agency, hereafter designated Cal EMA, hereby makes a grant award of funds to the following:

1. **Grant Recipient:** County of El Dorado

hereafter designated Recipient, in the amount and for the purpose and duration set forth in this grant award.

2. **Implementing Agency:** El Dorado County District Attorney

3. **Project Title:** El Dorado County Victim Witness Program 4. **Grant Period:** 07/01/09 to 06/30/10

*Select the Grant year and fund source(s) from the lists below or type the appropriate acronym in box 9. Enter the amount(s) from each source. Please do not enter both State and Federal fund sources on the same line. Add any cash match(s). Block 10G is the Grant Award total amount.

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
09/10	5. VAWA		\$12,231			\$4,077	\$4,077	
Select	6. Select						\$0	
Select	7. Select						\$0	
Select	8. Select						\$0	
Select	9.						\$0	
	10. TOTALS	\$0	\$12,231	\$12,231	\$0	\$4,077	\$4,077	10. Grand Total: \$16,308

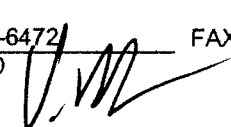
11. This grant award consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurance of Compliance forms which are being submitted. I hereby certify I am vested with the authority, and have the approval of the City/County Financial Officer, City Manager, County Administrator, or Governing Board Chair, to enter into this grant award agreement; and all funds received pursuant to this agreement will be spent exclusively on the purposes specified. The grant recipient signifies acceptance of this grant award and agrees to administer the grant project in accordance with the statute(s), the Cal EMA Program Guidelines, the Cal EMA Recipient Handbook, the Federal OJP Financial Guide and Program Guidelines (if applicable), and the Cal EMA audit requirements, as stated in the applicable RFP or RFA. The grant recipient further agrees to all legal conditions and terms incorporated by reference in the applicable RFP or RFA, and agrees that the allocation of funds is contingent on the enactment of the State Budget.

12. **Official Authorized to Sign for Applicant/Grant Recipient:** **Federal Employer ID Number:** 946000511

Name: Vern R. Pierson Title: District Attorney

Payment Mailing Address: 515 Main Street City: Placerville Zip: 95667

Telephone: (530) 621-6472 FAX: (530) 621-1280 Email: vern.pierson@edcgov.us
(area code) (area code)

Signature:  Date: 9/11/09

[FOR CalEMA USE ONLY]

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

 CalEMA Fiscal Officer Date CalEMA Director (or designee) Date

PROJECT CONTACT INFORMATION

Applicant County of El Dorado Grant Number RV09010090
[FOR CALIEMA USE ONLY]

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. If a section does not apply to your project, enter "N/A." NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.

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

Name: Vern R. Pierson Address: 515 Main Street
Title: District Attorney City: Placerville Zip: 95667
Telephone #: (530) 621-6472 Fax #: (530) 621-1280
(Area Code) (Area code)
E-Mail Address: vern.pierson@edcgov.us

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

Name: Jodi Albin Address: 515 Main Street
Title: Financial Officer City: Placerville Zip: 95667
Telephone #: (530) 621-6421 Fax #: (530) 621-1280
(Area Code) (Area code)
E-Mail Address: jodi.albin@edcgov.us

3. The **person having routine programmatic responsibility** for the project:

Name: Susan Meyer Address: 550 Main Street, Suite H
Title: Program Coordinator City: Placerville Zip: 95667
Telephone #: (530) 642-4760 Fax #: (530) 621-1280
(Area Code) (Area code)
E-Mail Address: sue.meyer@edcgov.us

4. The **person having routine fiscal responsibility** for the project:

Name: Jodi Albin Address: 515 Main Street
Title: Financial Officer City: Placerville Zip: 95667
Telephone #: (530) 621-6421 Fax #: (530) 621-1280
(Area Code) (Area code)
E-Mail Address: jodi.albin@edcgov.us

5. The **Executive Director** of a nonprofit organization or the **Chief Executive Officer** (e.g., chief of police, superintendent of schools) of the implementing agency:

Name: Vern R. Pierson Address: 515 Main Street
Title: District Attorney City: Placerville Zip: 95667
Telephone #: (530) 621-6472 Fax #: (530) 621-1280
(Area Code) (Area code)
E-Mail Address: vern.pierson@edcgov.us

6. The **Chair** of the **governing body** of the recipient: (Provide contact information other than that of the recipient)

Name: Ron Briggs Address: 330 Fair Lane
Title: Chair City: Placerville Zip: 95667
Telephone #: (530) 621-5390 Fax #: (530) 622-3645
(Area Code) (Area code)
E-Mail Address: bosfour@co.el-dorado.ca.us

SIGNATURE AUTHORIZATION

Grant Award #: RV09010090

Grant Recipient: County of El Dorado

Implementing Agency: El Dorado County District Attorney's Office

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

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

Signature: 

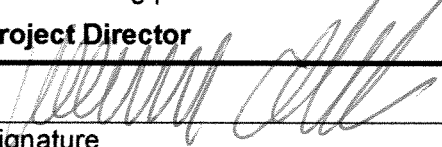
Date: 9/11/09

***Financial Officer:** Jodi Albin

Signature: 

Date: 8/28/09

The following persons are authorized to sign for the
Project Director



Signature

William Clark, Chief Assistant District Attorney

Name

Signature

Name

Signature

Name

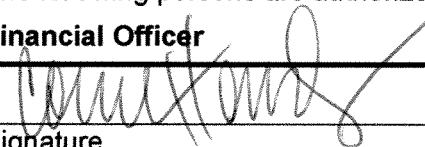
Signature

Name

Signature

Name

The following persons are authorized to sign for the
Financial Officer



Signature

Corrie Hendersen, Fiscal Assistant II

Name

Signature

Name

Signature

Name

Signature

Name

Signature

Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
With Statutory Requirements of the Violence Against Women Act (VAWA) As Amended,
Services*Training*Officers*Prosecutors (STOP) Formula Grant Program

I, Vern R. Pierson hereby certify that
(official authorized to sign grant award; same person as Section 12 on Grant Award Face Sheet)

RECIPIENT: County of El Dorado

IMPLEMENTING AGENCY: El Dorado County District Attorney

PROJECT TITLE: El Dorado County Victim Witness Program

is responsible for reviewing the *Grant Recipient Handbook* and adhering to all of the Grant Award Agreement requirements (state and/or federal) as directed by CalEMA including, but not limited to, the following areas:

I. *Equal Employment Opportunity – (Recipient Handbook Section 2151)*

It is the public policy of the State of California to promote equal employment opportunity by prohibiting discrimination or harassment in employment because of race, religious creed, color, national origin, ancestry, disability (mental and physical) including HIV and AIDS, medical condition (cancer and genetic characteristics), marital status, sex, sexual orientation, denial of family medical care leave, denial of pregnancy disability leave, or age (over 40). **CalEMA-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Allyn Bulzomi

Title: Director of Human Resources

Address: 330 Fair Lane, Placerville CA 95667

Phone: (530) 621-5572

Email: allyn.bulzomi@edcgov.us

II. *Drug-Free Workplace Act of 1990 – (Recipient Handbook, Section 2152)*

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

III. *California Environmental Quality Act (CEQA) – (Recipient Handbook, Section 2153)*

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all CalEMA 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 CEAQ requirements.

IV. Lobbying – (Recipient Handbook Section 2154)

CalEMA 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.

V. Debarment and Suspension – (Recipient Handbook Section 2155)
(This applies to federally funded grants only.)

CalEMA-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.

VI. Proof of Authority from City Council/Governing Board

The above-named organization (applicant) accepts responsibility for and will comply with the requirement to obtain written authorization from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of CalEMA, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and CalEMA disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from CalEMA 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 agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

V. Filing Costs for Criminal Charges and Protection

Its laws, policies, and practices do not require, in connection with the prosecution of any misdemeanor or felony domestic violence offense, or in connection with the filing, issuance, registration, or service of a protection order, or a petition for a protection order, to protect a victim of domestic violence, stalking, or sexual assault, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the state, tribal, or local jurisdiction.

VI. Forensic Medical Examination Payment Requirement for Victims of Sexual Assault

The state or territory, Indian tribal government, unit of local government, or another governmental entity incurs the full out-of-pocket cost of forensic medical exams for victims of sexual assault.

The state or territory, Indian tribal government, unit of local government, or another governmental entity does not require a victim of sexual assault to participate in the criminal justice system or cooperate with

law enforcement in order to be provided with a forensic medical exam, or to be reimbursed for charges incurred on account of such an exam.

VII. *Judicial Notification*

The state's judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 922(g)(8) and (g)(9) of title 18, United States Code, and any applicable related Federal, State, or local laws.

VIII. *Polygraph Testing Prohibition*

The state or local unit of government's laws, policies, or practices ensure that no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of an alleged sex offense as defined under Federal, tribal, state, territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense.

- Under 42 U.S.C. 3796gg-8(b), the refusal of a victim to submit to a polygraph or other truth telling examination shall not prevent the investigation, charging, or prosecution of an alleged sex offense by a state, Indian tribal government, territorial government, or unit of local government.

IX. *Nondisclosure of confidential or private information regarding services for victims*

Recipients and subrecipients may not disclose personally identifying information about victims served with Violence Against Women funds without a written release, unless the disclosure of the information is required by a statute or court order. "Personally identifying information" means individually identifying information for or about an individual including information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, or stalking. Releases must be written, informed and reasonably time-limited and signed by the victim unless the victim is an un-emancipated minor or a person with disabilities.

X. *Consultation and Documentation with local victim services programs*

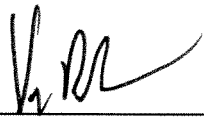
(Applies only to law enforcement, prosecution and the courts)

Tribal, territorial, State, or local prosecution, law enforcement, and courts must consult with tribal, territorial, State or local victim service programs during the course of developing their grant applications. This will ensure that proposed activities and equipment acquisitions are designed to promote the safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking and dating violence.

All appropriate documentation must be maintained on file by the project and available for CalEMA 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 Recipient may be ineligible for award of any future grants if the CalEMA determines that any of the following has occurred: (1) the Recipient 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 Award Agreement [Section 12 on Grant Award Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant recipient 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: 9/11/09

Federal Employer ID #: 946000511 Federal DUNS #: 087834029

Current Central Contractor Registration Yes No

Executed in the City/County of: El Dorado

AUTHORIZED BY: *(not applicable to State agencies)*

- City Financial Officer
- City Manager
- Governing Board Chair
- County Financial Officer
- County Manager

Signature: _____

Typed Name: Ron Briggs

Title: Chair, Board of Supervisors

FEDERAL GRANTS FUNDING LOG

List all federal grant funds awarded to the applicant during the current year. Include the fiscal year of operation, funding agency and the amount of funding.

If your agency receives no federal grant funds check this box:

	FISCAL YEAR	FUNDING AGENCY	GRANT AMOUNT
1	2009/2010	Cal EMA-Elder Advocacy	\$90,000
2	2009/2010	Cal EMA- Victim Witness Assistance	\$86,931
3			
4			
5			
6			
7			
8			
9			
10			
		Federal Grant Total:	\$176,931

Project Narrative

Problem Statement:

The El Dorado County Victim Witness Program has been in operation since 1980. The program started with two half time positions (1.0 FTE), and after 26 years the program only has a staff size of 2.35 (FTE) positions. Due to stagnant funding, staff size continues to decline.

Throughout the years, program staff has become proficient at maximizing and prioritizing the services to crime victims. However, the program has become a familiar resource to the community, and the demands have substantially increased. As the availability of local resources decline due to budget cuts, the Victim Witness Program has seen an upswing in referrals from other agencies for emergency assistance. The majority of the referrals are for women .

In 2007, El Dorado County's population was estimated at 175,689, and is expected to increase to 218,811 by 2015. This growth combined with an increase in specific crimes, will make it difficult for staff to handle the influx of victims. Currently, staff provides services to approximately 40% of the victims in our community. Priority is given to violent offenses, and property crime victims are assisted when referred to our office or by follow-up on restitution issues. Local schools in both the Tahoe area and the Placerville area have increased their referrals to our program, and report a significant increase in juvenile violent offenses. Additionally, staff has seen an increase in Hispanic victims seeking assistance. Currently, the program does not have a Spanish version of our Victim Witness Brochure. In addition to the above issues, the Deputy District Attorney's have increased their request for services to victims, such as Court Support. Unfortunately, this type of service is very time demanding, and decreases staff time for services to other victims. Victims need a tremendous amount of support to get through the criminal justice system, encouragement to not give up on the system, and financial support for

counseling, income loss, relocation, medical reimbursement, protection order assistance, etc... all of this creates a high demand on advocate time.

Volunteers, although required, have been almost impossible to recruit and retain. In most cases, applicants want to intern for a semester. Given the background check, and the required training, there is usually very little time left in a semester for actual volunteer hours. Additionally, as staff time is already stretched to capacity, the additional time of training and supervision is difficult to provide. Volunteers continue to be an issue with this program.

Plan and Implementation:

The El Dorado County Victim Witness Program has two locations. The primary office is located at 550 Main Street, Suite H, Placerville, 95667. The phone number is (530) 642-4760. The Lake Tahoe Office is located at 1360 Johnson Blvd. Suite 105, South Lake Tahoe, 96150. The phone number (530) 573-3100. Due to the mountain driving, inclement weather, and the distance between the two cities, all government services have an office in both locations to better serve the public. The Program Coordinator and contact person for the program is Susan Meyer. The confidential phone number is (530) 416-1233. Currently the program has a (.8 FTE) advocate in the Placerville Office and a (.6 FTE) advocate in the Lake Tahoe Office. The two advocates also have hours allocated from the Elder Abuse Grant, bringing each of their schedules to forty hours a week. The VAWA Stimulus Funding would allow the program to add a part-time extra help advocate that could focus on some of the more time consuming cases, which is typically domestic violence and sexual assault of women.

As the program is located in the District Attorney's Office, the access to crime reports, criminal files, and case information allows staff to inform victims of their case status in a timely manner,

and increases the communication between the victim and the District Attorney. Advocates are available to the Deputy District Attorneys for in-house training, victim interviews, and court assistance. There is currently one Deputy District Attorney assigned to domestic violence cases, and one Deputy District Attorney assigned to sexual assault cases. All other violent offenses are spread out among the various deputies. Currently the District Attorney's Office utilizes the Damion computer program. The Victim Witness Program has a module within the computer program that allows staff to track their own cases, criminal cases, and document contacts and services.

All staff has been trained and received certification from the California Victim Services Training Institute. Additionally, staff is encouraged to seek out local training opportunities that will enhance the services provided by our office. The extra help advocate will receive training locally, following the guidelines used for the entry level advocate training.

Although the Victim Witness Program is short staffed, every effort is made to ensure that no victim will be turned away. The program has the ability through the use of the District Attorney's computer program, to print out all incoming law enforcement reports. This allows staff to expedite contacts and provide outreach to victims. Staff is currently handling violent offenses first, and property crimes secondary, as time allows. However, if a property crime victim contacts our office, services are provided. Upon receipt of a referral, the advocate will contact the victim via phone or in person, and offer services. The services offered would include all of the mandatory services, and optional services, as determined necessary for the well being of the victim. Referrals from the Deputy District Attorneys for court support are given priority as an immediate need to the victim. The advocate assigned to the VAWA grant would have access to the computer system, which has the ability to print out both ad hoc reports and daily reports.

In addition to the Victim Witness Grant, the program has a Joint Powers Agreement with the California Victim Compensation Program. Advocates refer all questions regarding claims to the Claims Specialists. Additionally, the Victim Witness Program currently has a full time Elder Abuse Advocate, and two split funded advocates, who provide services to elder abuse victims. Funding is through the Elder Abuse Advocacy and Outreach Grant.

Referrals are made from other agencies, such as; Probation, Child Protective Services, Adult Protective Services, Women's Center, Courts, and Hospitals. An outside agency referral is handled the same way as an in-house referral. The advocate will review the report, evaluate the victim's needs, and make contact with the victim. If a referral is not related to the type of services that Victim Witness provides, the advocate will follow-up with the agency or caller and provide a referral to the appropriate agency. Referrals will be made to the Women's Center for assistance with civil restraining orders, shelter, or other civil legal issues that a victim may require.

The Victim Witness Program will conduct field visits as required by the victim. A vehicle is always available for the advocate's use. The program has a TTY phone system set up in each of the offices for the hearing impaired, and a list of local sign interpreters is maintained in the office. Staff must rely on volunteers and other agencies for translation services for non-English speaking clients. The special needs of a victim are typically evaluated prior to the initial contact. If a law enforcement report indicates the victim is disabled, non-English speaking, hearing impaired or elderly, staff will take appropriate measures to ensure that there is no interruption of services, or communication issues with the victim. A wheelchair is provided to clients who have difficulty walking to Court, and interviews. In most cases, if it is determined that a victim has a special need; staff will conduct a field visit, rather than asking the victim to come into the office.

As previously noted, Every effort is made to ensure that the victim with special needs receives the same quality of service as all victims.

Brochures, business cards, and posters are provided to local agencies, local hospitals, and law enforcement. Presentations and training is provided to various agencies, public and private. Law enforcement is asked to carry the Victim Witness brochures in their patrol cars, and provide the brochures to victims of crime at the time of the report.

A three year Operational Agreement was signed by local agencies for the 2007/2008 fiscal year. The Operational Agreement will cover the grant years of 2007-2010. The agreement details the expectations of each agency, including training needs, networking, and regular meetings. Both the El Dorado Women's Center and the South Lake Tahoe Women's Center provide services to domestic violence victims, sexual assault victims, and both sexual assault and physical abuse of children. The advocate assigned to the VAWA grant would work with the agencies listed on the operational agreement.

A current organizational chart and a listing of the multiple field offices are included in the grant appendix.

The program will continue to recruit and retain volunteers. As previously stated in the problem statement, there have been some issues with the recruitment and retention of volunteers in our program. The average background check takes about a month to process, and includes a fairly extensive and invasive questionnaire; this tends to discourage many applicants. Secondly, there is no funding available to send volunteers to the (40) hour entry-level training. This limits the exposure of the volunteers to certain types of victims, and certain types of services.

Currently in-house training is provided to volunteers by the coordinator, and seasoned

advocates. Supervision and volunteer job assignment is the responsibility of the coordinator. Volunteers will be used to provide out-reach services to new victims, and other services as training and supervision allows. In an effort to increase the recruitment of volunteers, the District Attorney's Office and the Victim Witness Program will be working with California State University Sacramento, and Folsom Community College to recruit interns. All volunteers maintain a time sheet for documentation purposes.

As previously mentioned, the 2009/10 Recovery Act – VAWA Stimulus Funding will allow the program to hire a part time extra help advocate. This advocate would work in conjunction with the existing Victim Witness staff in providing direct services to victims, specifically, women and children of violent offenses. We anticipate this will increase our grant objectives from 1100 new victims to 1400 new victims. Interns will meet the match requirement.

Budget Narrative

The funding awarded by the 2009/2010 VAWA Stimulus, will assist the Victim Witness Program staff with meeting the increased demands for services offered through the program. The budget reflects funding for a part-time extra help advocate. As this is an extra help position, there will be no benefits or other costs associated with the position. The total cost for this advocate is \$12,231 with an in-kind match of \$4,077 to be met through volunteer hours.

This extra help advocate will provide direct services to victims of domestic violence, dating violence, stalking and sexual assault. This position will work in conjunction with existing Victim Witness advocates. Currently, the Victim Witness Program has one (.80 FTE) advocate in Placerville, and one (.60 FTE) advocate in the Tahoe office. All supervision of the advocates, including the extra help position, is provided by the Coordinator.

The extra help advocate will be required to have the appropriate education and the necessary experience that is required by this county for all advocates. Training will be provided by the Coordinator, and local training will be encouraged. Time sheets will be maintained on this position.

There will be no mid-year salary adjustments for this position, or administrative cost associated with this position. There is no equipment or operating costs budgeted in this RFA.

APPLICATION APPENDIX
VAWA STIMULUS (RV) PROGRAM

Project Summary

Operational Agreement

Organization Chart

Other Funding Sources

Prior, Current and Proposed CalEMA Funding

Project Service Area

Multiple Field Offices

FORMS NOT INCLUDED, AS NOT APPLICABLE

Non-competitive Bid Request

Out of State Travel Request

Emergency Fund Procedures

PROJECT SUMMARY

1. GRANT AWARD NO. RV09010090		3. GRANT PERIOD	
2. PROJECT TITLE El Dorado County Victim Witness		7/1/2009 to 6/30/2010	
4. APPLICANT		5. GRANT AMOUNT (this is the same amount as 10G of the Grant Award Face Sheet)	
Name:	County of El Dorado	Phone:	(530) 621-5390
Address:	330 Fairlane	Fax #:	(530) 622-3645
City:	Placerville	Zip:	95667
6. IMPLEMENTING AGENCY			
Name:	El Dorado County District Attorney	Phone:	(530) 621-6472
		Fax #:	(530) 621-1280
Address:	515 Main Street	City:	Placerville
		Zip:	95667
7. PROGRAM DESCRIPTION			
<p>The U.S. Census Bureau estimated the population in 2007 at 175,689, with an estimated annual growth rate of 2%. The Victim Witness Program has two office locations. The main office is located in Placerville at 550 Main Street, Suite H, Placerville CA 95667. The branch office is located at 1360 Johnson Blvd. Suite 105, South Lake Tahoe, CA 96150. Approximately 75% of population resides in the rural areas of the County. The Tahoe area has an estimate population of 25,000 year round residents. Because of the distance between the two most populated cities, and the inclement weather, government services are duplicated in each city.</p>			
8. PROBLEM STATEMENT			
<p>As funding sources have either remained stagnant or declined over the years, advocate hours have decreased. Staff must prioritize crimes with the most immediate need (violent crimes), followed by property crimes which are handled on a referral basis. With the passage of Marcy's Law, the program has had to accommodate the new legislation and the demands placed on the advocate's time. Restitution assistance and court advocacy requests have increased. The program continues to struggle to find volunteers that will work with the program longer than a couple of months.</p>			
9. OBJECTIVES			
<p>With the VAWA funding, we will be able to hire an extra help advocate that can work specifically with violent crimes against women. Domestic Violence and sexual assault require a great deal of an advocate's time. The advocate will need to work with the Deputy District Attorney, Law Enforcement, and the Women's Center to ensure the victims receive the appropriate attention necessary to bring their cases to justice and receive the appropriate services needed for their recovery. We anticipate that the program will be able to provide services to approximately 300 new victims. The program will continue to recruit volunteers to assist with outreach services.</p>			

10. ACTIVITIES

Each day a log is generated which shows all the new law enforcement reports referred to the District Attorney's Office for filing. Advocates use this log to provide outreach services to victims. Because the logs include crime type, it will be very easy to sort out the domestic violence, sexual assault, and stalking cases. The advocate assigned to this case load will review the crime reports and provide the necessary services based on the victim's need. Services would include case status, court support, assistance with filing for victim compensation, criminal protections orders, and any other services requested by the victim. The computer system utilized by the program allows advocates to monitor the case progress and keep a victim updated as the case moves through the system. The program will work with the Women's Center to ensure that there is no duplication of services, and that the victim receives the appropriate services from each agency.

11. EVALUATION (if applicable)

CalEMA provides monitoring and site visits to ensure compliance. The program coordinator oversees the daily operation of the program, prepares the statistical reports, plans and implements all necessary changes for grant operations. The program coordinator reports to the District Attorney.

12. NUMBER OF CLIENTS

(if applicable)

300 new victims, in addition to 1100 new victims in VW09280090 grant.

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

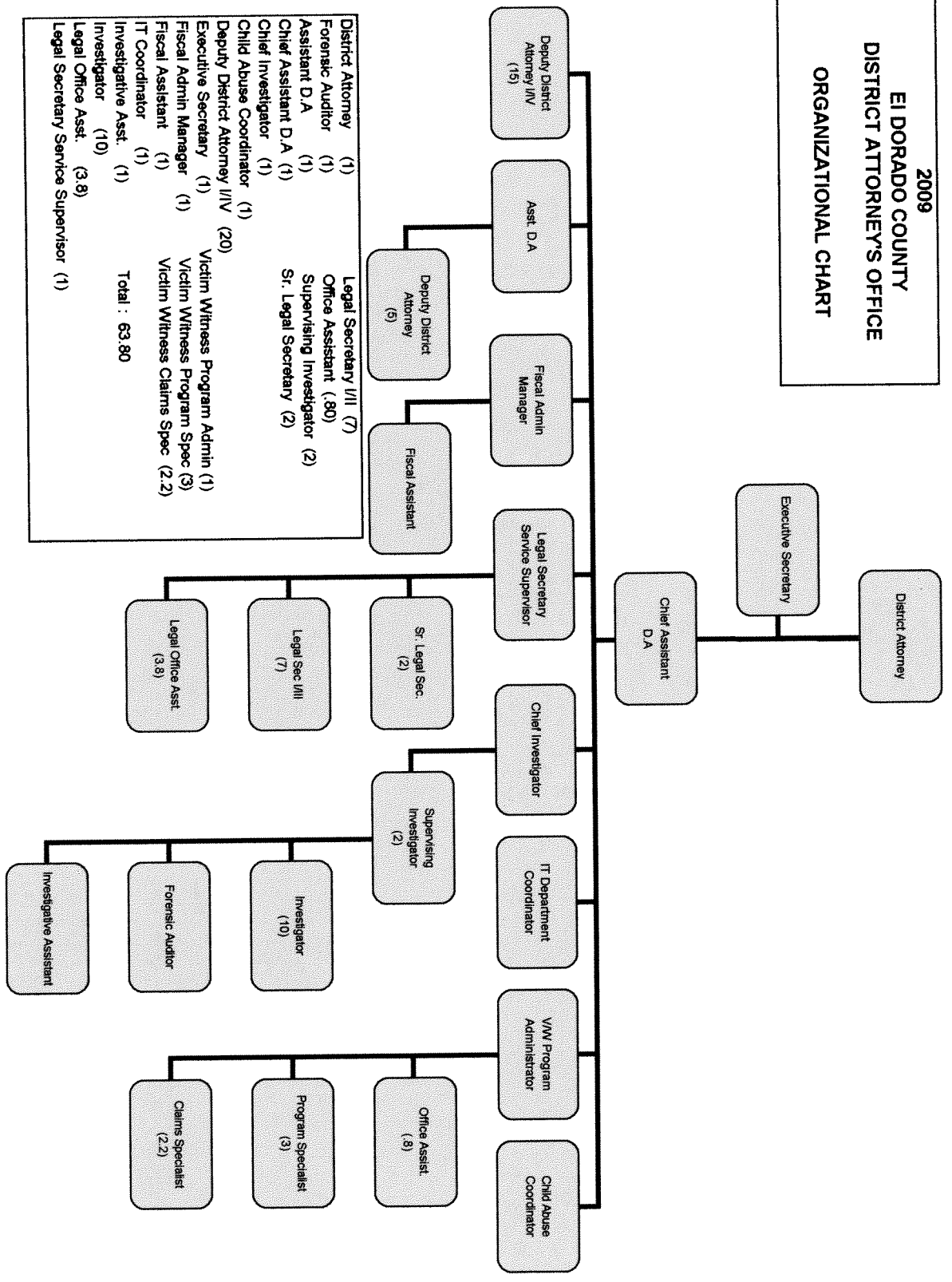
	Personal Services	Operating Expenses	Equipment	TOTAL
	\$16,308	\$0	\$0	\$16,308
				\$0
				\$0
				\$0
				\$0
				\$0
Totals:	\$16,308	\$0	\$0	\$16,308

Operational Agreements (OA) Summary Form

	List of Agencies/Organizations/Individuals	Date OA Signed (xx/xx/xxxx)	Dates of OA	
			From:	To:
1.	El Dorado County Sheriff's Department	06/12/2007	7/1/2007	to 6/30/2010
2.	El Dorado Woman's Center - The Center	06/13/2007	7/1/2007	to 6/30/2010
3.	Placerville Police Department	06/13/2009	7/1/2007	to 6/30/2010
4.	South Lake Tahoe Police Department	06/12/2007	7/1/2007	to 6/30/2010
5.	South Lake Tahoe Women's Center	06/19/2007	7/1/2007	to 6/30/2010
6.				to
7.				to
8.				to
9.				to
10.				to
11.				to
12.				to
13.				to
14.				to
15.				to
16.				to
17.				to
18.				to
19.				to
20.				to

Use additional pages if necessary.

**2009
EI DORADO COUNTY
DISTRICT ATTORNEYS OFFICE
ORGANIZATIONAL CHART**



OTHER FUNDING SOURCES

Complete this form to report the total funds available to support the activities related to accomplishing the goals and objectives of the Grant Award Agreement. In the "Grant Funds" column, report the CalEMA funds requested by category. In the "Other Funds" column, report all other funds available to support the project by category and then calculate the totals by category in the "Program Total" column. Total each column to arrive at the total program funds available.

OTHER FUNDING SOURCES			
(Enter numbers without \$ or decimal points.)			
BUDGET CATEGORY	GRANT FUNDS <i>(Use only the grant funds identified in the preceding budget pages.)</i>	OTHER FUNDS	PROGRAM TOTAL
Personal Services	16,308		\$16,308
Operating Expenses	0		\$0
Equipment	0		\$0
TOTAL	\$16,308	\$0	\$16,308

This form does not become part of the grant award.

PRIOR, CURRENT AND PROPOSED CALEMA FUNDING

FISCAL YEAR	GRANT NUMBER	GRANT AMOUNT	PERSONNEL BY TITLE	% OF OES FUNDING
2004/2005	VB04020090	62,368.00		
2004/2005	DC04150090	238,158.00		
2004/2005	VW04230090	172,086.00	Advocate, SLT	60%
			Coordinator	95%
			Advocate, PVL	80%
2004/2005	EA04060090	107,407.00	Advocate, SLT	40%
			Coordinator	1%
2005/2006	VW0524090	172,086.00	Advocate, SLT	60%
			Coordinator	95%
			Advocate, PVL	60%
2005/2006	EA05080090	107,407.00	Advocate, SLT	40%
			Coordinator	1%
			Advocate, PVL	40%
2005/2006	VB05030090	62,368.00		
2005/2006	DC05160090	211,194.00		
2006/2007	VW062540090	175,865.00	Advocate, SLT	60%
			Coordinator	95%
			Advocate, PVL	80%
2006/2007	EA06090090	112,500.00	Advocate, SLT	40%
			Coordinator	1%
			Advocate, PVL	100%
2006/2007	VB06040090	146,981.00	Deputy District Attorney Investigator	100% 51%
2007/2008	VW07260090	172,086.00	Advocate, SLT	60%
			Coordinator	95%
			Advocate, PVL	60%
2007/2008	EA07100090	90,000.00	Advocate, SLT	40%
			Coordinator	1%
			Advocate, PVL	70%
			Advocate, PVL	20%
2007/2008	VB07050090	146,981.00	Deputy District Attorney Investigator	100% 51%
2008/2009	VW08270090	159,613.00	Advocate, SLT	60%
			Coordinator	95%
			Advocate, PVL	80%
2008/2009	VB08060090	107,037.00	Deputy District Attorney Investigator	25% 57%
			(base salary funding only)	
2008/2009	EA08110090	76,500.00	Advocate, SLT	40%
			Coordinator	1%
			Advocate, PVL	48%
			Advocate, PVL	20%
2009/2010	Victim Witness Assistance		Advocate, SLT	60%
			Coordinator	95%
			Advocate, PVL	80%
2009/2010	Elder Advocacy		Advocate, SLT	40%
			Coordinator	1%
			Advocate, PVL	80%
			Advocate, PVL	20%
2009/2010	Elder Vertical Prosecution		Deputy District Attorney Investigator	35% 50%
			(base salary funding only)	
2009/2010	VOCA Stimulus		Part-time Extra Help	57%

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.

* County of El Dorado - The principal office is located in the city of Placerville

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 Congressional District

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.

* 4th State Assembly District

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

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

Per the U.S. Census Bureau, the estimated population as of 2007 was 175,689

OFFICE OF EMERGENCY SERVICES

VICTIM WITNESS PROGRAM

MULTIPLE FIELD OFFICES

Office Locations:

550 Main Street, Suite H
Placerville, CA 95667
(530) 642-4760
Supervisor: Susan Meyer
smeyer@co.el-dorado.ca.us
After Hours Emergency Number: (530) 416-1233

Branch Office:

1360 Johnson Blvd. Suite #105
South Lake Tahoe, CA 96150
(530) 573-3100
Supervisor: Susan Meyer
smeyer@co.el-dorado.ca.us
After Hours Emergency Number: (530) 416-1233

Positions:

(1 FTE) Coordinator (Placerville and Tahoe)
One (.8 FTE) Victim Witness Advocate / (.20 FTE) Elder Abuse Advocate (Placerville)
One (.8 FTE) Elder Abuse Advocate / (.2 FTE) Elder Abuse – DA Funded (Placerville)
One (.6 FTE) Victim Witness Advocate / (.4 FTE) Elder Abuse Advocate (Tahoe)
Two (.8 FTE) Claim Specialists (Placerville)
One (.8 FTE) Office Assistant (Claims Unit) (Placerville)

- The coordinator's time is split between both offices.
- The Tahoe advocate's time is split between Victim Witness and Elder Abuse
- The (.8) advocate in Placerville, also has (.20) in Elder Abuse
- The Elder Abuse Advocate in Placerville is (8 FTE – grant funded) and (.2 FTE) from the District Attorney's criminal budget. The (.2 FTE) is used towards our match requirement