

EDMUND G. BROWN JR.
GOVERNOR

MARK S. GHILARDUCCI
DIRECTOR



Application Cover Sheet

RFA PROCESS

Law Enforcement Specialized Units (LE) Program

Submitted by:

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

(Cal OES Use Only)						
Cal OES#		FIPS#		VS #		Subaward #

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES), makes a Grant Subaward of funds set forth to the following:

1. **Subrecipient:** County of El Dorado 1a. DUNS#: 087834029
 2. **Implementing Agency:** District Attorney 2a. DUNS#: 087834029
 3. **Implementing Agency Address:** 515 Main Street Placerville 95667-5609
Street City Zip+4
 4. **Location of Project:** Placerville El Dorado 9567-5609
City County Zip+4
 5. **Disaster/Program Title:** Law Enforcement Specialized Units Program 6. **Performance Period:** 01/01/2016 to 12/31/2016
 7. **Indirect Cost Rate:** N/A; 10% de minimis; Federally Approved ICR _____ %

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2016	8. VAWA		\$ 182,018		\$ 60,673		\$ 60,673	\$ 242,691
Select	9. Select						\$ 0	\$ 0
Select	10. Select						\$ 0	\$ 0
Select	11. Select						\$ 0	\$ 0
Select	12. Select						\$ 0	\$ 0
	TOTALS	\$ 0	\$ 182,018	\$ 182,018	\$ 60,673	\$ 0	\$ 60,673	12. G Total Project Cost: \$ 242,691

13. This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **Official Authorized to Sign for Subrecipient:** Vernon R. Pierson 15. **Federal Employer ID Number:** 946000511
 Name: Vernon R. Pierson Title: District Attorney
 Telephone: (530) 621-6472 FAX: (530) 621-1280 Email: vern.pierson@edcgov.us
(area code) (area code)
 Payment Mailing Address: 515 Main Street City: Placerville Zip+4: 95667-5609
 Signature: Date: 2/22/16

[FOR Cal OES 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.

Cal OES Fiscal Officer	Date	Cal OES Director (or designee)	Date
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PROJECT CONTACT INFORMATION

Subrecipient: El Dorado County District Attorney's Office Subaward #: _____

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **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: Vernon R. Pierson Title: District Attorney

Telephone #: (530) 621-6472 Fax#: (530) 621-1280 Email Address: vern.pierson@edcgov.us

Address/City/Zip: 515 Main Street, Placerville, California 95667

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

Name: Kerri Williams-Horn Title: Chief Financial Officer

Telephone #: (530) 621-5309 Fax#: (530) 626-5730 Email Address: kerri.williams@edcgov.us

Address/City/Zip: 360 Fair Lane, Placerville, California 95667

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

Name: Shawn Eastman Title: Supervising Investigator

Telephone #: (916) 941-5082 Fax#: (530) 295-2614 Email Address: shawn.eastman@edcgov.us

Address/City/Zip: 515 Main Street, Placerville, California 95667

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

Name: Kerri Williams-Horn Title: Chief Financial Officer

Telephone #: (530) 621-5309 Fax#: (530) 626-5730 Email Address: kerri.williams@edcgov.us

Address/City/Zip: 360 Fair Lane, Placerville, California 95667

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

Name: Vernon R. Pierson Title: District Attorney

Telephone #: (530) 621-6472 Fax#: (530) 621-1280 Email Address: vern.pierson@edcgov.us

Address/City/Zip: 515 Main Street, Placerville, California 95667

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 14 of the Grant Subaward Face Sheet:

Name: Vernon R. Pierson Title: District Attorney

Telephone #: (530) 621-6472 Fax#: (530) 621-1280 Email Address: vern.pierson@edcgov.us

Address/City/Zip: 515 Main Street, Placerville, California 95667

7. The **chair** of the **Governing Body** of the subrecipient:

Name: Ron Mikulaco Title: Chair, District One Supervisor

Telephone #: (530) 621-5650 Fax#: (530) 622-3645 Email Address: ron.mikulaco@edcgov.us

Address/City/Zip: 330 Fair Lane, Placerville, California 95667

SIGNATURE AUTHORIZATION

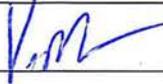
Subaward #: _____

Subrecipient: County of El Dorado

Implementing Agency: District Attorney

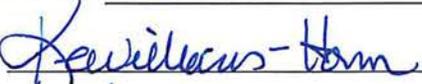
*The **Project Director** and **Financial Officer** are **REQUIRED** to sign this form.

***Project Director:** Vernon R. Pierson

Signature: 

Date: _____

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

Signature: 

Date: 2/18/10

The following persons are authorized to sign for the
Project Director



Signature William Clark

Print Name

Signature

Print Name

Signature

Print Name

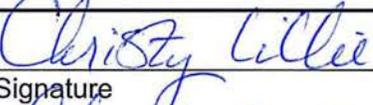
Signature

Print Name

Signature

Print Name

The following persons are authorized to sign for the
Financial Officer



Signature Christy Lillie

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, Vernon R. Pierson hereby certify that
(official authorized to sign Subaward; same person as Section 14 on Subaward Face Sheet)

SUBRECIPIENT: County of El Dorado

IMPLEMENTING AGENCY: District Attorney

PROJECT TITLE: Law Enforcement Specialized Units Program

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

I. Federal Grant Funds

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

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

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

It is the public policy of the State of California to promote equal employment opportunity 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). **Cal OES-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: Pamela Knorr

Title: Director, Human Resources

Address: 360 Fair Lane, Placerville, California 95667

Phone: (530) 621-5572

Email: pamela.knorr@edcgov.us

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

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Subaward [Section 14 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: 

Authorized Official's Typed Name: Vernon R. Pierson

Authorized Official's Title: District Attorney

Date Executed: _____

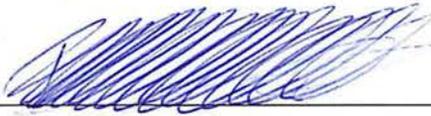
Federal Employer ID #: 94-6000511 Federal DUNS # 087834029

Current Central Contractor Registration Expiration Date: _____

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

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

- | | |
|---|---|
| <input type="checkbox"/> City Financial Officer | <input type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input checked="" type="checkbox"/> Governing Board Chair | |

Signature: 

Typed Name: Ron Mikulaco

Title: Chair, District One Supervisor

ATTEST: James S. Mitrisin
Clerk of the Board of Supervisors

By 
Marcie MacFarland, Deputy Clerk

PROJECT SUMMARY

1. Subaward #:

2. PROJECT TITLE

Law Enforcement Specialized Units (LE) Program

3. PERFORMANCE PERIOD

01/01/2016 to 12/31/2016

4. SUBRECIPIENT

Name: County of El Dorado Phone: (530) 621-6472
Address: 515 Main Street Fax #: (530) 621-1280
City: Placerville Zip: 95667

5. GRANT AMOUNT

(this is the same amount as 12G of the Grant Subaward Face Sheet)

\$ 242,691

6. IMPLEMENTING AGENCY

Name: District Attorney Phone: (530) 621-6472 Fax #: (530) 621-1280
Address: 515 Main Street City: Placerville Zip: 95667

7. PROGRAM DESCRIPTION

With funding from the Cal OES grant, the El Dorado County District Attorney (EDCDA) has formed a specialized unit to ensure a collaborative effort between law enforcement and The Center for Violence-Free Relationships (CVFR) that works to provide a coordinated response to victims of domestic violence with thorough investigation, immediate victim advocacy, training for law enforcement officers, development of effective protocols, and immediate follow-up investigation to ensure the strongest criminal case possible. This specialized unit consists of two full-time Deputy District Attorney's, a District Attorney Investigator, a domestic violence counselor.

8. PROBLEM STATEMENT

El Dorado County is a rural foothill community which serves more than 181,000 citizens spread over 1,708 square miles. The only two incorporated cities in El Dorado County are Placerville and South Lake Tahoe with populations of 10,464 and 21,403 respectively. El Dorado County is unique in that it provides services to urban areas (El Dorado Hills, Cameron Park, and Placerville) in addition to extensive rural areas which make up the majority of the County. A lack of major transportation options in the entire county make it difficult for citizens to access available services. It is a combination of these geographical and social factors, as well as isolation that results from living in a rural community that leads to an increase in the population's risk of domestic violence.

9. OBJECTIVES

The objective of this program is to improve how domestic violence is addressed in El Dorado County. In order to meet this objective, the program is designed to: Increase communication and cooperation between community based domestic violence service providers, law enforcement and the District Attorney's Office; Increase and improve outreach efforts so that every victim of domestic violence has greater access to available services, support, counseling and assistance with restraining orders; Establish and maintain investigative protocols so that each domestic violence case is investigated in an expedited manner; Establish and maintain investigative protocols so that a greater number of domestic violence cases can be successfully prosecuted. The program includes training for first responders to improve how domestic violence cases are handled at the outset.

10. ACTIVITIES

To accomplish these objectives, we have established and are maintaining a Special Unit that handles domestic violence cases. This unit includes a victim advocate from the Center for Violence Free Relationships (CVFR), an established community service organization. This advocate is housed in the District Attorney's Office and is responsible for making contact with every victim of domestic violence. In addition, the Special Unit has a full-time investigator assigned 100% to the investigation of domestic violence cases. This investigator is responsible for the expedited investigation of domestic violence cases and all required follow-up investigation. The investigator works with the advocate to establish and maintain a relationship with the victim. Both the advocate and the investigator work closely with a small team of experienced prosecutors who have special training and experience handling domestic violence cases. These prosecutors handle their assigned domestic violence cases vertically, which improves case outcome.

11. EVALUATION (if applicable)

12. NUMBER OF CLIENTS
(if applicable)

13. PROJECT BUDGET

(these are the same amounts as on Budget Pages)

	Personal Services	Operating Expenses	Equipment	TOTAL
	\$184,573	\$58,118	\$0	\$242,691
				\$0
				\$0
				\$0
				\$0
				\$0
Totals:	\$184,573	\$58,118	\$0	\$242,691

BUDGET CATEGORY AND LINE ITEM DETAIL

Grant Recipient: El Dorado County District Attorney		Grant Number:		
A. Personal Services – Salaries/Employee Benefits		VAWA	VAWA MATCH	COST
<u>1.00 FTE District Attorney Investigator</u>				
Salary				
a. Salary	\$9,882 /mo x 12 mo x 1 FTE	\$88,937	\$29,647	\$118,584
Benefits				
b. Other Comp/Tahoe	0.67% x \$112,980 Salaries = \$ 800	\$49,492	\$16,497	\$65,989
c. Retirement / PERS	36.61% x \$112,980 Salaries = \$43,409			
d. Medicare	1.45% x \$116,076 Salaries = \$ 1,720			
e. Health Insurance	13.21% x \$112,980 Salaries = \$15,670			
f. Disability	0.24% x \$112,980 Salaries = \$ 282			
g. Flexible Benefits	3.46% x \$112,980 Salaries = \$ 4,108			
Total Benefits: \$ 65,989				
Personal Section Totals		\$138,429	\$46,144	\$184,573
PERSONAL SECTION TOTAL				\$184,573

BUDGET CATEGORY AND LINE ITEM DETAIL

Grant Recipient: El Dorado County District Attorney		Grant Number:	
B. Operating Expenses	VAWA	VAWA MATCH	COST
1.00 FTE Domestic Violence Counselor - participation staff contracted through The Center for Violence-Free Relationships (annual not-to-exceed per contract)	\$37,582	\$12,527	\$50,109
Minor Equipment 2 Desktop Computers (\$900 each)* *not purchased during 2015	\$1,350	\$450	\$1,800
Resource Materials: Brochures - Spanish Only	\$375	\$125	\$500
Travel Training - CDAIA Conference Hotel: \$125 per night + 10% TOT x 4 nights x 2 Attendees Meals (County Policy): \$40/day x 5 days x 2 Attendees	\$825 \$300	\$275 \$100	\$1,100 \$400
de Minimis indirect rate* *indirect budget reduced due to limited funding available	\$3,157	\$1,052	\$4,209
OPERATING SECTION TOTAL	\$43,589	\$14,529	\$58,118
OPERATING SECTION TOTAL			\$58,118

Budget Narrative

The proposed budget reflects the necessary expenditures to provide direct support services to victims of domestic violence as outlined in the Project Narrative. The budgeted amounts will directly support the objects and activities of the Domestic Violence program by funding the project's personnel services and operating costs. Project-funded staff includes a District Attorney Investigator and a Domestic Violence Counselor and project-funded operating costs include only the necessary items that support the efforts of the direct service providers. The non-staffing operating expenses include costs for resource materials to be provided to victims, training related travel costs, two desktop computers, communication costs, office expenses, and facility rental costs.

Program funds are solely budgeted in support of direct service activities with no program funds allocated for administrative or indirect costs. The project is designed to support the program objectives while utilizing resources already available. Personal services to be provided to the project, but not funded by the program, include costs for additional investigative staff, three full-time Deputy District Attorney's, additional Victim Advocates, and fiscal staff support.

The personal services costs include funding for a 1.0 FTE District Attorney Investigator who is assigned exclusively to the domestic violence unit. The investigator is responsible for reviewing all domestic violence related reports each day involving suspects that are still in-custody and unable to post bail. In all cases, the investigator conducts follow up investigations and prepares supplemental reports. Follow up investigation includes gathering witness statements, investigating/discovering previous incidents of domestic violence, documenting injuries to the victim (injury progression) and retrieving other evidence related to the case. Additionally, for those cases where the suspect is not in-custody, the investigator reviews reports and evaluates cases within 48 hours of the arrest of the suspect and conduct follow up investigation where appropriate and necessary.

The investigator has over nineteen years law enforcement experience and was previously employed by the Santa Cruz County and El Dorado County Sheriff's departments before joining the District Attorney's Office. As a former sheriff who worked the streets of Santa Cruz and El Dorado County's, he is intimately familiar with the importance of thorough reporting on everything from witness statements and child identification at the scene, to determining previous incidents of violence and collecting information from the victim and California Law Enforcement Telecommunication System (CLETS). The investigator has an intermediate POST certificate and completed specialized domestic violence investigation training in March, 2015.

Operating costs also include at 1.0 FTE Domestic Violence Counselor. The counselor is contracted, via operational agreement, through The Center for Violence-Free Relationships which is a domestic violence victim service organization. The counselor has over fourteen years of experience working as a certified domestic violence counselor, offering compassionate support and exceptions advocacy services in El Dorado County. Additionally, the counselor has completed over one hundred (100) hours of domestic violence and sexual assault training. The counselor is housed at the District Attorney's Office and is available 24-hours a day for an immediate in-person response to requests for support and advocacy. At a minimum, within 48 hours of the incident, the counselor attempts to contact the victim directly. The counselor makes a minimum of three attempts to contact victims and works with the investigator to locate transient victims of domestic violence. During the initial contact, the counselor provides support in the following ways: crisis intervention, resources and referrals, emergency shelter, and information related to legal proceedings. After the initial contact, the counselor is available to provide follow up on temporary restraining orders and counseling referrals, among other items. Per the terms of the operational agreement, the counselor meets with the investigator daily to discuss strategies, timetables, and implementation of mandated services. The budgeted funding for the Domestic Violence Counselor is based on the current rates of a Victim Witness Program Specialist within the El Dorado County District Attorney's Office, this rate is

approximately \$20,000 less than the current rate for a Domestic Violence Counselor at The Center for Violence-Free Relationships. Consideration will be given to amending the rate of the Domestic Violence Counselor for future grants to cover this salary discrepancy.

The El Dorado County District Attorney's Office will not put out a request for a competitive bid for the domestic violence counselor position. There are a multitude of reasons for this decision which include: 1) there are no other domestic violence service providers on the Western Slope of El Dorado County where the majority of the population resides; 2) The Center for Violence-Free Relationships has been active in El Dorado County for over 30 years, is well-known in the community, and has successfully served over 24,000 victims in that timeframe; 3) the domestic violence counselor is already familiar with El Dorado County and has over fourteen years of experience at CVFR; 4) the El Dorado County District Attorney and CVFR already have an operational agreement in place and both agencies have met in preparation of the grant application and have agreed to goals stated in the Project Narrative; 5) domestic violence counselor has been successfully working with this program since our initial grant in May of 2015.

In addition to providing direct services, the investigator and counselor continue to work with a Deputy District Attorney to develop a five-part, comprehensive training program that aims to educate and provide officers in El Dorado County with the necessary tools and understanding to best serve victims and their children of domestic violence. The team continues to work collaboratively to develop and implement necessary protocols which will also be covered during the training program.

The project-funded full-time District Attorney Investigator and full-time Domestic Violence Counselor dedicate 100% of their time to providing victim services and community outreach related to the domestic violence program as outlined in the Project Narrative.

Other than the required contract for the Domestic Violence Counselor described above, there are no other subcontracts or unusual expenses.

Project Narrative

Problem Statement

El Dorado County is a rural foothill community which serves more than 181,000 citizens spread over 1,708 square miles¹. The only two incorporated cities in El Dorado County are Placerville and South Lake Tahoe with populations of 10,464 and 21,403 respectively.² El Dorado County is unique in that it provides services to urban areas (El Dorado Hills, Cameron Park, and Placerville) in addition to extensive rural areas which make up the majority of the County. A lack of major transportation options in the entire county make it difficult for citizens to access available services. It is a combination of these geographical and social factors, as well as isolation that results from living in a rural community that leads to an increase in the population's risk of domestic violence.

El Dorado County faces the additional challenge of the South Lake Tahoe area being virtually isolated from the rest of the county due to its geographical location and extreme weather conditions almost half of the year. The South Lake Tahoe region has a predominantly tourist-driven economy and suffers from employment fluctuations depending on the season. These fluctuations can increase stress on the families living in the region and result in increased incidents of domestic violence.

There is a recognized need for greater collaboration between the El Dorado County District Attorney (EDCDA), law enforcement, and The Center for Violence-Free Relationships (CVFR) (domestic violence service provider) to address the uniqueness of the situation faced by victims of domestic violence, and their children, in El Dorado County. Such collaboration is not only necessary to provide our community with an effective coordinated response to domestic violence to get victims the assistance they need in an expedited manner, but also to increase

¹ As of 2010. United States Census Bureau, State and County Quick Facts. <http://quickfacts.census.gov/qfd/states/06/06017.html>

² El Dorado County 2010-11 Economic and Demographic Profile. Center for Economic Development, California State University, Chico. 2011. <www.eldoradocounty.org/pdf/ElDoradoProfile10_11.pdf>

the number of criminal cases that are filed and strengthen investigations to achieve more positive outcomes on those cases.

As studies and research have shown over the years, domestic violence occurs across all socioeconomic populations regardless of education or income levels and particular factors increase the likelihood of domestic violence occurring. A study published in the *New England Journal of Medicine*, found that drug use, alcohol abuse, and recent unemployment by the perpetrator were factors that led to the greatest increase in risk of injury being inflicted in domestic violence cases.³ Indeed, perpetrators of domestic violence in rural communities are twice as likely to abuse substances.⁴ El Dorado County continues to see a high rate of drug use and alcohol abuse among its citizens. The use of methamphetamine and heroin is particularly prevalent in our communities despite several drug treatment options in the county. In addition, the District Attorney's Office anticipates that the passage of Proposition 47 (Safe Neighborhood and Schools Act) has resulted in an increase in drug-related offenses. Furthermore, the decrease in penalties for drug offenses has led to many offenders opting out of drug treatment programs such as those created by Proposition 36 (Drug Treatment). As a result, a significant number of drug offenders who previously received treatment for their addiction are now placed on probation. Recidivism has increased as has the correlation between domestic violence and drug abuse.

As noted above, the other significant obstacle faced by El Dorado County is its geographical make-up and rural lifestyle. Being a rural county, El Dorado County is not able to offer its citizens as many resources, services, and transportation options as larger, urban counties. In a rural county, citizens are often isolated with the closest neighbor being some distance away. A lack of public transportation options furthers the feeling of isolation and allows

³ Demetrios N. Kyriacou, M.D., Ph.D., et al. "Risk Factors for Injury to Women from Domestic Violence." *New England Journal of Medicine*. 16 Dec 1999.

<<http://nejm.org/doi/full/10.1056/NEJM199912163412505?viewType=Print&viewClass=Print>>

⁴ Logan, T.K., Walker, R., & Leukefeld, C.G. (2001). "Rural, Urban Influenced, and Urban Differences Among Domestic Violence Arrestees." *Journal of Interpersonal Violence*, 16(3).

a batterer to continue in the manipulation of the victim by cutting off access to alternate means of transportation (i.e. family vehicle). For victims of domestic violence that try to reach out for assistance, the rural setting can mean a lack of immediate help from neighbors and slower response time by law enforcement due to the roads and distances that must be travelled. This situation can lead to two different outcomes: 1) The victim decides to not call for assistance because of the realization of isolation, or 2) once the victim does call for help, the victim is then left alone with the perpetrator for an extended period of time which can lead to further victimization. A 2011 study found that domestic violence victims in rural communities experienced higher rates of violence with greater frequency and severity of physical abuse, while living a greater distance away from available resources.⁵

The EDCDA recognizes that all of these circumstances - a rural community, drug use and alcohol abuse, lack of transportation and service options – places the population within El Dorado County at a particularly high risk for domestic violence and we continue strengthening our collaboration with CVFR to better serve our citizens. The EDCDA also recognizes that children are often overlooked victims in domestic violence cases. However, services and advocacy are just as important to these innocent children who witness volatile incidents so they may properly deal with the psychological harm done to them. Intervention and advocacy is also necessary so children do not learn that this type of violent behavior is acceptable, therefore breaking the cycle of domestic violence.

The Center for Violence-Free Relationships (CVFR), formerly known as the El Dorado Women’s Information Center, was formed in 1979 and has operated for more than 36 years in El Dorado County. It has a long history of serving victims of domestic violence, sexual assault, dating violence, and stalking, as well as their children, by providing a 24-hour crisis line, emergency shelter, emergency food, clothing and transportation, individual and group

⁵ Peek-Asa, Corinne, et al. “Rural Disparity in Domestic Violence Prevalence and Access to Resources.” *Journal of Women’s Health*. November, 2011. <<http://www.ncbi.nlm.nih.gov/pmc/articles/PMC3216064>>

counseling, legal assistance with TRO's, protective and/or custody orders, advocacy with social services in the criminal justice system, resource information, and intervention programs. After securing a 15-bed shelter in 1991, the CVFR recently renovated the shelter in 2012 and added counseling offices as well as therapy rooms. Over the past 36 years, CVFR has served over 24,000 victims, received numerous awards for its outstanding services to victims, and continues to strive for further expansion to serve an even greater number of victims in our community. An integral part of CVFR's program is to provide outreach to the community. Community education is accomplished by conducting outreach presentations in schools, businesses and organizations as well as providing information on their website, at public events and in brochures and periodic newspaper articles.

The EDCDA and CVFR have worked closely over the years to provide victims and their children with the greatest quality of advocacy and support possible. As outreach programs have increased community awareness of domestic violence, both agencies as well as law enforcement have increased their efforts to provide adequate services to victims as well as their children. As a result, the number of domestic violence incidents reported to law enforcement has risen in recent years creating an even greater need for services, advocacy, and a strong collaborative effort.

In order to best address the domestic violence within our community, it is imperative that the El Dorado County District Attorney's Office and The Center for Violence-Free Relationships effectively coordinate their response to domestic violence cases as each agency provides essential resources that the other agency may not offer. A coordinated response between agencies is critical within the first 48 hours when the victim is at the highest risk. Within that time frame, the victim is confronted with innumerable physical and mental affronts to his/her well-being. The District Attorney's Office, working collaboratively with law enforcement, can provide an improved sense of physical security by upholding any existing restraining orders, making necessary arrests, removing firearms from the perpetrator, securing criminal protective

Subrecipient: _____ Subaward #: _____

orders, filing criminal charges, and requesting bail increases. The domestic violence counselor, through the local provider, offers critical resources including: 24-hour availability to the victim and/or children, emotional support, individual crisis counseling, group support, confidential emergency motel/shelter, medical accompaniment, court advocacy, assistance filing Temporary Restraining Orders (TRO's), resource referrals/information, and access to basic needs, including childcare. By effectively coordinating their efforts surrounding domestic violence, the EDCDA and the CVFR can guarantee the domestic violence survivor and his/her children are immediately receiving every resource available within the community to ensure a safe, efficient response.

Prior to establishing the STOP Grant funded domestic violence investigator position, investigators within the El Dorado County District Attorney's Office assist Deputy District Attorney's on a daily basis with cases involving domestic violence on an ad-hoc basis. Time sensitive follow up is often required in domestic violence cases, including additional interviews, evidence collection, locating additional witnesses and taking photos of injuries after the occurrence of the incident (injury progression). These types of requests must be done within 48 hours so that a filing decision can be made. If the investigation is incomplete, preventing a filing decision from being made, the suspect must be released from custody

In addition, domestic violence cases, for a variety of reasons, can be very difficult to prove. Often there are no witnesses to the act of domestic violence other than the perpetrator and the victim. For this reason, it is very important to seek out and document evidence that corroborates the victim's report. This corroboration may include prior acts of domestic violence; searching Child Protective Services, family law and medical records; interviewing family, friends and co-workers; locating and interviewing prior intimate partners of the suspect, and; interviewing household members, especially children living in the house. Thus, these cases almost always require significant follow up by an investigator trained in the specialty field of investigating domestic violence crimes. Additional funding through the Cal OES VAWA grant

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has allowed the domestic violence full time investigator to work exclusively on domestic violence cases therefore keeping continuity with the victim, children, witnesses, and the Deputy District Attorney assigned to prosecute the case. As a result, the conviction rate in domestic violence cases has increased during this grant.

In El Dorado County, the major law enforcement agencies are the South Lake Tahoe Police Department, Placerville Police Department, California Highway Patrol and the El Dorado County Sheriff's Office. The California Highway Patrol does not employ any investigators in the Placerville or South Lake Tahoe areas so when their patrol officers encounter cases involving domestic violence, their investigation typically ends after a suspect is arrested and booked into jail.

The El Dorado Sheriff's Office is by far the agency that submits the greatest number of domestic violence cases to the District Attorney's Office for review. Although this agency has a detective division, a detective is not specifically assigned to domestic violence. Per that agency's practice, all follow up requests from the District Attorney's Office seeking additional information or investigation go to the patrol deputy who wrote the original report. If that deputy cannot do the necessary investigation the case is forwarded to the detective division for assignment to one of several "people crimes" detectives. As a rule, these detectives carry a large case load and are usually unable to devote the immediate and significant time required to follow up on all but the most serious of domestic violence cases. These systemic delays result in the loss of degradation of evidence, prolong the victim's exposure to additional acts of domestic violence and may unwittingly contribute to a victim's decision to not cooperate with law enforcement efforts to prosecute the offender.

After a complete investigation and the filing of charges, domestic violence cases require extensive follow up and preparation in order for the case to be ready for a jury trial. A full-time investigator assigned to domestic violence is crucial to the successful investigation and prosecution of these types of cases. Additionally, having a full-time District Attorney Investigator

assigned to these cases at their inception results in greater consistency in their handling and building the strongest case possible for prosecution, thus holding more offenders responsible for their actions. In the absence of a dedicated, full-time investigator, victims are forced to deal with multiple different investigators who often do not know the details of the case. This can lead to a lack of confidence and distrust of law enforcement on the part of the victim. Conversely, having the same investigator from the initial filing through trial and sentencing has provided consistent support to domestic violence victims, promoting the kind of trusting open communication necessary for the successful prosecution of these cases.

To understand how desperate the need is for a dedicated, full-time domestic violence investigator one only has to consider the fact that the majority of murders in El Dorado County are domestic violence or domestic violence related. In many of these cases there was a prior history of domestic violence, restraining order violations or other criminal activity that, if fully investigated, may have resulted in a successful prosecution. It is reasonable to believe that had there been a successful prosecution of these less serious crimes before they escalated to murder, those murders may not have occurred. This principle applies equally to less extreme examples of domestic violence as well. Domestic violence often escalates in frequency and severity until there is successful intervention. That intervention usually comes in the form of a successful prosecution.

A secondary issue is the significant need for training, which would ensure an efficient, effective, and consistent response. Domestic violence is often considered one of the more challenging forms of violence to confront as a result of its inherently delicate nature – domestic violence crosses the boundary into the private sphere where matters are intimate and personal; domestic violence predicated on the domination and control of another human being; domestic violence goes far beyond the physical and seeps deep into a victim's self-esteem and morale. Domestic violence cases are often convoluted and difficult to fully understand. Frequently based on he said/she said, it becomes easy for divergent explanations to arise. For these

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reasons, domestic violence response can vary and greater consistency in the handling of these cases is necessary. To accomplish this, regular training will be provided to law enforcement officers and other first responders in order to strengthen the initial investigation. It is anticipated that such training will be presented by the Domestic Violence Deputy District Attorney, District Attorney Investigator, and the Domestic Violence Counselor.

Beyond the initial investigation, domestic violence incidents are some of the most challenging cases in which to prove and secure a criminal conviction. Many factors make these cases difficult to prove including: reporting issues (i.e. late or incomplete), incomplete report by law enforcement, lack of expeditious follow-up with victim, lack of follow-up investigation, and recanting. On average over the past three years, the El Dorado County District Attorney's Office has received in excess of 600 domestic violence related reports from law enforcement. Of the reports received, charges are filed approximately 33 – 40% of the time. One significant aspect worth noting is that the number of felony cases filed has increased each of the past four years which indicates that the severity of abuse is increasing resulting in more serious charges being filed. It is clear from these statistics that stronger, more thorough investigations are necessary and immediate contact with the victim by the Domestic Violence Counselor needs to be made to provide greater support and advocacy to the victims. A collaborative and consistent approach to domestic violence cases between the District Attorney's office, law enforcement, and a domestic violence counselor would alleviate many of these issues and immediate follow-up would strengthen evidence in each case and thus result in the strongest possible case being presented in court.

Recognizing the difficulties in domestic violence cases, the El Dorado County District Attorney is committed to the consistent handling of these prosecutions and has assigned two full-time Deputy District Attorney's to vertically prosecute domestic violence cases which includes filing charges, prosecuting cases in court, and handling cases at jury trial when settlement is not possible. These attorneys are supervised by an experienced prosecutor and

former vertical prosecutor. By assigning these sensitive cases to a vertical prosecutor, greater consistency is achieved in victim contact and handling of cases which alleviates victim frustration over having to speak to multiple attorneys on their case. This allows for victims, as well as their children, to build a stronger rapport with the prosecuting attorney. In combination with a vertically assigned domestic violence investigator and increased training for first responders and cooperation and collaboration with CVFR, the result has been stronger cases which lead to an increase in the number of filings as well as the number of convictions.

Plan and Implementation

With funding from the Cal OES grant, the El Dorado County District Attorney (EDCDA) has formed a specialized unit to ensure a collaborative effort between law enforcement and The Center for Violence-Free Relationships (CVFR) that works to provide a coordinated response to victims of domestic violence with thorough investigation, immediate victim advocacy, training for law enforcement officers, development of effective protocols, and immediate follow-up investigation to ensure the strongest criminal case possible. This specialized unit consists of two full-time Deputy District Attorney's, a District Attorney Investigator, a domestic violence counselor. To ensure a strong team, the highest level of victim service, effective investigation, thorough officer training, and consistent use of protocols, grant funds will be used to obtain the following objectives: 1) funds will be allocated to continue to employ one full-time District Attorney Investigator and a full-time equivalent domestic violence counselor; 2) the contracted domestic violence counselor will continue to contact every victim referred to the unit for the purpose of providing support and resources; 3) 24-hours a day, the contracted domestic violence counselor will be available to provide immediate in-person response to requests for advocacy; 4) the investigator will provide immediate follow up on cases assigned to the unit to ensure expeditious gathering and documenting of evidence; and 5), the unit (prosecutor, investigator, and counselor) will conduct a five-part training throughout the grant cycle to all law

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enforcement agencies with the goal of further educating officers on the need for consistent response and to inform officers of response/follow-up protocols developed by the unit to achieve greater consistency in the handling of cases.

Relevant protocols, including: 1) consistent and appropriate response by officers to violations of protective orders to ensure victim safety, and 2) adequate response to victims of domestic violence and their children, will be developed by the Domestic Violence Unit and will be a collaborative effort between the assigned Deputy District Attorneys, District Attorney Investigator, and the Domestic Violence Counselor. Developing these protocols together will ensure the most complete and consistent approach to these cases and will result in greater resources and advocacy being made available to victims and their children. Training law enforcement officers and other first responders on these protocols will result in further consistency in handling of these sensitive cases. All of this combined will ultimately lead to a new way of handling domestic violence related cases in El Dorado County which will be sustained as trainings are repeated and consistency is achieved.

The District Attorney's Office will assign a full-time investigator to this specialized unit. The experienced investigator has an intermediate POST certificate and has completed specialized training in March, 2015 relating to the investigation of domestic violence crimes. In conjunction with the assigned prosecutor, the investigator will be responsible for reviewing domestic violence related reports each day involving suspects that are still in-custody and unable to post bail. These reports are forwarded to the District Attorney's Office daily by law enforcement agencies in the county and require immediate attention. Follow up investigation is conducted immediately and a supplemental report is prepared in approximately 75% of domestic violence cases. Follow up investigation includes: gathering witness statements, investigating/discovering previous incidents of domestic violence, documenting injuries to the victim (injury progression), and retrieving other evidence related to the case. Additionally, for those cases where the suspect is not in-custody, the investigator reviews reports and evaluate

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cases within 48 hours of the arrest of the suspect and conducts follow up investigations where appropriate and necessary. The entire specialized unit meets regularly to discuss new cases received by the District Attorney's Office. By being aware of and acting on cases immediately, investigations are strengthened and we have seen an increase in the number of domestic violence related cases being filed. Finally, the entire unit (prosecutor, investigator, and counselor) are responsible for creating and conducting a training program for law enforcement officers and personnel.

The domestic violence counselor that is part of this team is employed by The Center for Violence-Free Relationships which is a domestic violence victim service organization, and thereby meets the requirements of the grant. Additionally, current Operational Agreements are in place between the EDCDA and the CVFR outlining their efforts toward effective collaboration. The counselor is housed at the District Attorney's Office and available 24-hours a day for an immediate in-person response to requests for support and advocacy. At a minimum, within 48 hours of the incident, the counselor commits to attempt to contact the victim in some capacity. The counselor makes a minimum of three attempts to contact the victim. During the initial contact, the counselor provides support in the following ways: crisis intervention, resources and referrals, emergency shelter, and information related to legal proceedings. After the initial contact, the counselor remains available to provide follow-up on temporary restraining orders and counseling referrals, among other items.

In addition to providing immediate and long-term support to victims and their children, the domestic violence counselor is also an important resource for law enforcement training purposes as the counselor can provide specific resource and outreach materials. The investigator, prosecutor, and counselor will develop and conduct a five-part, comprehensive training program that aims to provide officers in El Dorado County with the necessary tools and understanding to best serve victims of domestic violence, as well as their children. The concept is to develop a training series with each part focusing on a specific topic including: 1)

understanding domestic violence as a distinct form of violence; 2) information related to victim resources and references; 3) crime scene/first response investigation; and 4) consistent and appropriate officer response; and 5) the role of the District Attorney's specialized unit as well as its development and implementation of response protocols.

The first part will include information about the dynamics of power and control in violence against victims of domestic abuse, patterns of abuse, the concept of dominant aggressor, and the effect of domestic violence on children. The second part will serve to primarily familiarize officers with the many victim services provided by The Center for Violence-Free Relationships and the broader community, including: peer counseling, court and medical advocacy, shelter options, and resources available for children.

The third part will include topics such as: the need for thorough victim interviews and the importance of recording the statement, the necessity of contacting and interviewing children of the victim and/or perpetrator, the collection and booking of physical evidence gathered from the crime scene, the proper documentation of evidence including photographs of victim injuries, and the importance of completing detailed, comprehensive crime reports. The District Attorney Investigator will offer valuable insight as to the type of evidence and crime reports that are particularly effective in court hearings, prosecution, and restraining orders.

The fourth part of the training is geared towards ensuring consistent and appropriate response by all officers when responding to domestic violence related calls, as well as violations of protective orders. The final part of training will inform officers and other personnel about procedures related to the collaborative partnership between the EDCDA and the CVFR and response protocols developed by the new specialized unit.

In order to provide the effective training, victim response, and follow-up investigation, the EDCDA and CVFR must collaborate successfully. Part of successful collaboration depends on the mechanisms that cooperating agencies have to resolve disputes. The EDCDA and CVFR must develop protocols for interagency accountability as well as a procedure for dealing with

interagency concerns and conflicts. The idea is that if a concern within either agency arises, direct conflict resolution should be attempted. Where that is not successful, the executive of each agency will either mediate the issue with all parties, or meet by themselves to determine and execute appropriate actions to resolve the issue. By instituting mechanisms of interagency accountability, it is hoped that disputes between agencies are resolved before they interfere with the mission of agency collaboration.

Mechanisms for interagency accountability are just one of the many new protocols that the EDCDA will have to develop in order to ensure it exists in its most effective form. Additionally, the District Attorney Investigator will be responsible for reviewing and monitoring reports in order to ensure victim safety as well as appropriate and consistent response by officers to domestic violence offenses and violations of protective orders.

The EDCDA and CVFR have maintained an amicable relationship for many years. With the development of appropriate protocols, the two partnering agencies will continue to be more equipped at ensuring a sustainable relationship for years to come. Cal OES funding will enable the EDCDA and CVFR to further enhance their cooperative practices by codifying the specific roles and responsibilities of each agency. It is the responsibility of law enforcement officers who respond to domestic violence calls to understand how to consistently and appropriately serve the victim. This can only be achieved through comprehensive officer training to be conducted by the domestic violence unit within the District Attorney's Office. It is also imperative that once an initial report is made for a domestic violence offense, that the District Attorney Investigator receives and reviews the report and, at the direction of the vertically assigned prosecutor, conducts follow-up investigation in an expeditious manner. The domestic violence counselor will be notified of cases on a daily basis.

Once the domestic violence counselor is informed of a case, it is his/her responsibility to serve as the liaison between the victim and the District Attorney's Office. In this capacity, the counselor is responsible for contacting the victim within 48 hours to provide him/her with

necessary information, support, and resources. The counselor will also encourage victims to meet in person to access additional services in person, such as emergency shelter and counseling. The counselor is also responsible for providing services for the investigator, including outreach, victim confirmation of the contents of the written report, and encouraging victim cooperation with the District Attorney's Office by providing personal support.

Clearly, a strong collaborative effort between the EDCDA and CVFR is needed to address the ongoing domestic violence offenses within El Dorado County. Further, stronger, more complete investigations are necessary to the successful prosecution of these difficult and sensitive cases. Recognizing these needs, the EDCDA intends to continue working closely with all community based, victim service providers in the county to provide services, resources and support to victims. The development and implementation of necessary protocols is critical in achieving the stated goals and will be a primary priority of the unit, as well as the creation of a training program. The El Dorado County District Attorney's Office is committed to moving forward and is confident that the involved agencies, working together, will effectuate a positive change in El Dorado County regarding advocacy and support for domestic violence victims and their children.

Capabilities

The El Dorado County District Attorney's Office has an array of resources available to it that are beneficial for developing and conducting important officer and related personnel training. The EDCDA and CVFR have years of experience working collaboratively to provide trainings on domestic violence intervention and response techniques. The personnel that will conduct trainings is comprised of a three person team, each with multiple years of domestic violence related experience and exceptional qualifications. The Center for Violence-Free Relationships counselor has over fourteen years of experience as a certified domestic violence counselor offering compassionate support and excellent advocacy services in El Dorado

County. In addition, the domestic violence counselor has over fourteen years of experience providing paralegal and court advocacy to victims of domestic violence under the direction of the Legal Services Program staff attorney in areas relating to domestic violence restraining orders and Family Law matters. Supervision of the domestic violence counselor will continue to be performed by The Center for Violence-Free Relationships staff attorney who has over thirty years of experience and has been at The Center for Violence-Free Relationships since 1984. The domestic violence counselor is a valuable asset to the team and along with the training and background, can provide immediate emotional support and offer information regarding the criminal justice and family court processes which are vital to ensure the safety and comfort for victims of domestic violence and their children. The second member of this team is a Deputy District Attorney who has over fifteen years of experience prosecuting domestic violence cases. This attorney provides vital insight regarding the quality of evidence that increases the likelihood of successful prosecution. The prosecutor has provided training to multiple law enforcement agencies over the past five years on numerous legal topics and therefore has already established a rapport with officers. The District Attorney Investigator is the final member responsible for training and provides immediate review and follow-up on cases submitted to the District Attorney's Office for prosecution. The investigator will also serve as a resource for other law enforcement officers regarding effective intervention and response techniques related to domestic violence.

The investigator has over eighteen years law enforcement experience and was previously employed by the Santa Cruz County Sheriff's Office and the El Dorado County Sheriff's Office before joining the District Attorney's Office. As a former deputy sheriff who worked the streets of Santa Cruz and El Dorado Counties as both a patrol officer as well as a homicide and narcotics detective, he is intimately familiar with the importance of thorough reporting on everything from witness statements and child identification at the scene, to determining previous incidents of violence and collecting information from the victim. He is also

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very experienced with the California Law Enforcement Telecommunication System (CLETS) as well as many other law enforcement database sources of information. The investigator has investigated over one hundred domestic violence cases including homicide cases as a result of domestic violence. He has been employed as an investigator by the District Attorney's Office for the past four years and in that time has investigated hundreds of cases encompassing a wide array of crimes including domestic violence. During many of these investigations, he has been assigned to review and investigate cases within a 48 hour time frame to insure cases are filed prior to suspects being released from custody. The investigator has worked with the CVFR on numerous investigations has established a good working relationship with that agency. The investigator has attended POST approved training as well as continuous professional training in the area of domestic violence. The investigator currently acts as the District Attorney's Office POST training coordinator and is familiar with POST training policies and procedures including those in the area of domestic violence.

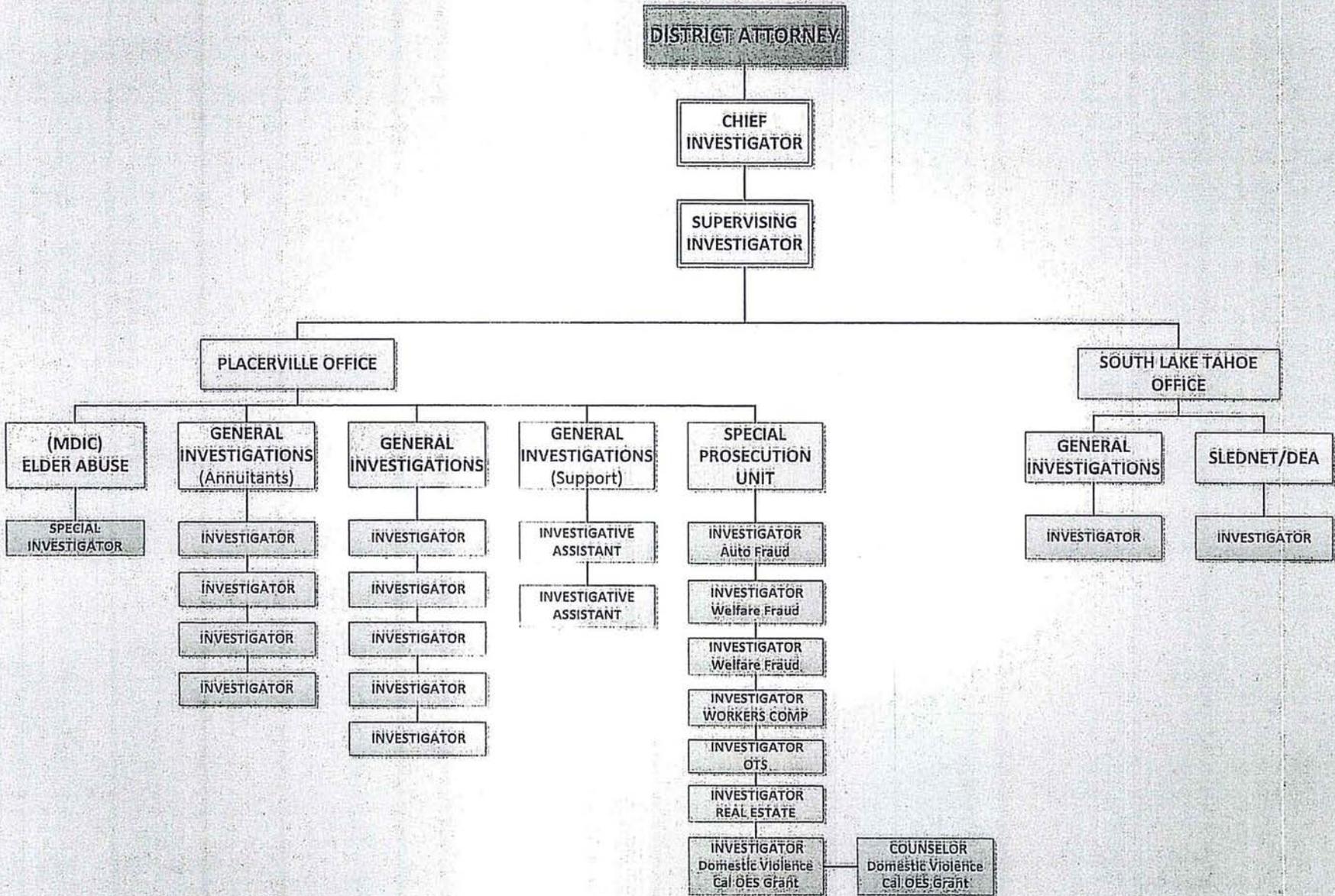
An example of a domestic violence case this investigator was assigned, in 2012 a homicide occurred where a male adult suspect stabbed his wife to death inside their El Dorado County home. This investigator was assigned shortly after the homicide occurred. During the course of the investigation, the investigator learned of a second wife of the suspect's that was killed in another state in a suspicious circumstance. The investigator was able to network with law enforcement officers from the other state and ultimately able to assist the prosecutor in getting that information admitted into the jury trial. The information proved very important as the defendant was found guilty of 1st degree murder.

Over the years, the El Dorado County District Attorney's Office has worked closely with multiple victim service providers in the community and already has Operational Agreements in place with the South Lake Tahoe Police Department/Domestic Violence Response Team (DVRT), Live Violence Free (South Lake Tahoe), and New Morning Youth & Family Services, in addition to The Center for Violence-Free Relationships. The agreements address services such

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as in-person contact with victims, having a support person available and present at the victim's request, providing services such as housing, clothing, and money to victims, and assisting victims through court proceedings. These agreements demonstrate that the EDCDA, law enforcement, and service providers in the community are able to work collaboratively and are dedicated in their commitment to provide domestic violence victims with appropriate services and resources.

El Dorado County District Attorneys Office Organizational Chart



OPERATIONAL AGREEMENT

(See Recipient Handbook Section 4000)

This Operational Agreement stands as evidence that the El Dorado County District Attorney (EDCDA) and The Center for Violence Free Relationships (CVFR) intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in El Dorado County. Both agencies believe that implementation of the Law Enforcement Specialized Units Program application, as describe herein, will further this goal. To this end, each agency agrees to participate in the program, if selected for funding, by coordinating/providing the following services:

The El Dorado District Attorney (EDCDA) will closely coordinate the following services with The Center for Violence Free Relationships (CVFR) through:

- Project staff being readily available to The Center for Violence Free Relationships (CVFR) through in-person and telephone contact with one full-time District Attorney Investigator.
- The investigator will be responsible for reviewing domestic violence related reports each day involving suspects that are still in-custody and unable to post bail. The investigator will provide immediate follow-up on cases assigned to the unit and notify the Domestic Violence Counselor to provide victims with an effective coordinated response to domestic violence to get victims the assistance they need in an expedited manner.
- Regularly scheduled meetings will be held daily between DV Investigator and DV Counselor to discuss strategies, timetables and implementation of mandated services.

Specifically:

The El Dorado County District Attorney (EDCDA) agrees to the following:

1. To enforce the laws regarding domestic violence in order to protect the victim(s) and to prevent future criminal acts through vigorous early intervention;
2. To work directly with The Center for Violence Free Relationships (CVFR);
3. To notify CVFR through the full time DV Counselor, or as necessary through the 24-hour crisis line whenever a domestic violence case or adult sexual assault is initiated; and
4. To engage in collaborative five-part trainings with CVFR.
5. To develop protocols related to officer response to violations of protective orders and multi-agency response to victims of domestic violence and their children.

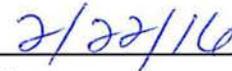
The Center for Violence Free Relationships agrees to the following:

1. To provide one full-time Domestic Violence Counselor to work specifically with the Domestic Violence DA Investigator and specialized unit to ensure a collaborative effort between law enforcement and the CVFR.
2. To provide 24-hour crisis line services, individual and group counseling, legal assistance, emergency food, clothing, shelter, advocacy and accompaniment to domestic violence victims and their children, and to adult sexual assault victims who request assistance from CVFR;
3. To engage in five-part training with EDCDA, as appropriate; and
4. To share information regarding domestic violence and sexual assault victims with the EDCDA, if appropriate and if prior written authorization has been obtained from the victim.
5. To have a domestic violence counselor available 24-hours a day to respond to a victim's need for advocacy and assistance.

We, the undersigned, as authorized representatives of the El Dorado County District Attorney and The Center for Violence Free Relationships do hereby approve this document.



Vernon R. Pierson
District Attorney, El Dorado County



Date

Matt Huckabay
Executive Director, The Center for Violence Free Relationships

Date

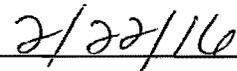
The Center for Violence Free Relationships agrees to the following:

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2. To provide 24-hour crisis line services, individual and group counseling, legal assistance, emergency food, clothing, shelter, advocacy and accompaniment to domestic violence victims and their children, and to adult sexual assault victims who request assistance from CVFR;
3. To engage in five-part training with EDCDA, as appropriate; and
4. To share information regarding domestic violence and sexual assault victims with the EDCDA, if appropriate and if prior written authorization has been obtained from the victim.
5. To have a domestic violence counselor available 24-hours a day to respond to a victim's need for advocacy and assistance.

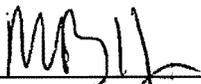
We, the undersigned, as authorized representatives of the El Dorado County District Attorney and The Center for Violence Free Relationships do hereby approve this document.



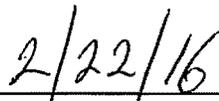
Vernon R. Pierson
District Attorney, El Dorado County



Date



Matt Huckabay
Executive Director, The Center for Violence Free Relationships



Date

PROJECT SERVICE AREA INFORMATION

1. COUNTY OR COUNTIES SERVED: Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

El Dorado County*

2. U.S. CONGRESSIONAL DISTRICT(S): Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

4th District*
Represented by Congressman Tom McClintock

3. STATE ASSEMBLY DISTRICT(S): Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

State Assembly Districts are split between the 6th State Assembly District and 5th State Assembly District*
5th State Assembly District represented by Frank Bigelow*
6th State Assembly District represented by Beth Gaines

4. STATE SENATE DISTRICT(S): Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

1st State Senate District*
Represented by Ted Gaines

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

El Dorado County Population 181,737

**NONCOMPETITIVE BID REQUEST
CHECKLIST**

Has the Applicant/Subrecipient met the following requirements of the *Subrecipient Handbook*:

	Check appropriate box:	<u>Yes</u>	<u>No</u>
<u>Section 3511</u>			
Do conditions exist that require a sole/single-source contract?		<input checked="" type="radio"/>	<input type="radio"/>
<u>Section 3521.1</u>			
Is a brief description of the program or project included?		<input checked="" type="radio"/>	<input type="radio"/>
<u>Section 3521.2</u>			
Was it necessary to contract noncompetitively?		<input checked="" type="radio"/>	<input type="radio"/>
Did the contractor submit his/her qualifications?		<input checked="" type="radio"/>	<input type="radio"/>
Is the reasonableness of the cost justified?		<input checked="" type="radio"/>	<input type="radio"/>
Were cost comparisons made with differences noted for similar services?		<input type="radio"/>	<input checked="" type="radio"/>
Is a justification provided regarding the need for contract?		<input checked="" type="radio"/>	<input type="radio"/>
<u>Section 3521.3</u>			
Is an explanation provided for the uniqueness of the contract?		<input checked="" type="radio"/>	<input type="radio"/>
<u>Section 3521.4</u>			
Are there time constraints impacting the project?		<input type="radio"/>	<input checked="" type="radio"/>
Were comparisons made to identify the time required for another contractor to reach the same level of competence?		<input type="radio"/>	<input checked="" type="radio"/>