



Application Cover Sheet

RFA PROCESS

CHILD ABUSE TREATMENT (AT) PROGRAM

Submitted by:

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



OFFICE OF THE
DISTRICT ATTORNEY
EL DORADO COUNTY, CALIFORNIA

VERN PIERSON, DISTRICT ATTORNEY

June 20, 2023

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

RE: Child Abuse Treatment (AT) Program Signature Requirement

Dear Ms. Ward,

Please accept this letter and the included application for consideration for the Child Abuse Treatment (AT) Program Request for Proposal. El Dorado County Policy (A-6) (included) authorizes department heads to execute all documents required to apply for grants. This same policy designates the sole authority for accepting grant awards and approving grant agreements to the Board of Supervisors. As a result, the CalOES Grant Subaward Face Sheets, the Certificate of Assurance of Compliance forms and the Subrecipient Grants Management Assessment required as part of the Child Abuse Treatment (AT) Program Request for Proposal, are included but not signed. It is the intent of this Agency to comply with all terms and conditions set forth in the certification if awarded. However, until funding has been allocated or awarded and accepted by the County Board of Supervisors, these documents cannot be signed.

Once a notification of award is received, it is the intent of the Agency to prepare a Board item presenting the award notification to the Board of Supervisors, requesting the award be accepted. Once approved, the documents can be executed.

If you have any questions, please do not hesitate to contact me.

Sincerely,

[Vern Pierson \(Jun 29, 2023 11:35 PDT\)](#)

Vern R. Pierson
District Attorney

PLEASE REPLY TO:

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

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

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



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

Subject: GRANT APPLICATIONS	Policy Number: A-6	Page Number: 1 of 2
	Date Adopted: 12/22/1987	Effective Date: 12/22/1987

I. PURPOSE

The purpose of this policy is to ensure flexibility and efficiency in the grant application process while maintaining the Board of Supervisors discretion over the acceptance of grant funding and any related obligations.

II. POLICY

The County receives financial assistance in the form of grants. For the purposes of this policy, grants shall be defined as cash or in-kind assistance awarded by a government or other organization (called the grantor), excluding unsolicited donations, for specified purposes to an eligible recipient (called the grantee). Grants are usually conditional upon certain qualifications as to the use, maintenance of specified standards, and/or a proportional contribution by the grantee or other grantor(s). The grant process may consist of several steps including a notice of intent to apply, application, acceptance of award, and execution of grant agreement and related documents.

A. The Board of Supervisors is the sole authority for:

1. Accepting grant awards and approving grant agreements in the amount of more than \$10,000 or in-kind awards valued at more than \$10,000;
2. Accepting grants for which any requirements for funds, matching or otherwise, or other resources are required for funding disbursement; and
3. Delegating authority to execute the grant agreement and other grant related documents after acceptance of a grant award and approval of the grant agreement.

B. County department heads are authorized to:

1. Execute all documents required to apply for grants.
 - i. Department heads are expected to exercise good judgment when determining to spend staff time applying for a grant.
 - ii. The grant should be directly related to the mission and vision of the department.
 - iii. Any county match requirements must be feasible and reasonable.
2. Accept grant awards that meet all of the following criteria:



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

Subject: GRANT APPLICATIONS	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Policy Number: A-6</td> <td style="width: 50%;">Page Number: 2 of 2</td> </tr> <tr> <td>Date Adopted: 12/22/1987</td> <td>Effective Date: 12/22/1987</td> </tr> </table>	Policy Number: A-6	Page Number: 2 of 2	Date Adopted: 12/22/1987	Effective Date: 12/22/1987
Policy Number: A-6	Page Number: 2 of 2				
Date Adopted: 12/22/1987	Effective Date: 12/22/1987				

- i. Are in a cash amount not to exceed \$10,000 or in-kind awards valued at not more than \$10,000; and
 - ii. Do not include any requirement for County funds; and
 - iii. Relate directly to the mission of the department and directives of the Board.
 - iv. No less than three business days prior to accepting the grant, the department head will provide the Board and the Chief Administrative Office (CAO) a written report demonstrating that the grant meets criteria 2.i through 2.iii and notifying the Board of the intent to accept the grant. If no member of the Board or the CAO express concerns during this three-day period, the department head may accept the grant. If any member of the Board or the CAO objects, the department head shall bring the decision to accept the grant before a regularly scheduled meeting of the Board.
3. Department heads are required to communicate, document, and coordinate with any other county departments that may be involved with or affected by the grant program or project.
 4. Department heads are responsible for determining whether they are authorized to exercise the authority provided herein under the grantor’s guidelines for each grant. If all criteria are met, the Department Head has the delegated authority to accept the grant and sign the grant agreement.
 5. Department heads are encouraged to seek assistance and guidance from the Chief Administrative Office in fulfilling the responsibilities listed above.

III. RESPONSIBLE DEPARTMENT

Chief Administrative Office

IV. DATES ISSUED AND REVISED; SUNSET DATES:

Issue Date:	12/22/1987	Sunset Review Date:	n/a
Revision Date:	08/15/2017	Sunset Review Date:	08/15/2021
Revision Date:	01/25/2022	Sunset Review Date:	01/25/2026

Cal OES #		FIPS #		VS#		Subaward #	
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CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

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

1. Subrecipient: County of El Dorado **1a. UEI#:** DW8SM9A6YWR3

2. Implementing Agency: District Attorney's Office **2a. UEI#:** DW8SM9A6YWR3

3. Implementing Agency Address: 778 Pacific Street Placerville 95667-6481
(Street) (City) (Zip+4)

4. Location of Project: Placerville El Dorado 95667-6481
(City) (County) (Zip+4)

5. Disaster/Program Title: AT - Child Abuse Treatment Program **6. Performance/Budget Period:** 1/1/2024 **to** 12/31/2024
(Start Date) (End Date)

7. Indirect Cost Rate: 10% de minimis **Federally Approved ICR (if applicable):** _____ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2020	VOCA		\$18,965		\$4,741		\$4,741	\$23,706
9.	2023	VOCA		\$238,535		\$59,634		\$59,634	\$298,169
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost		\$257,500	\$257,500	\$64,375		\$64,375	\$321,875

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

14. CA Public Records Act - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient:

Name: Vern R. Pierson Title: District Attorney

Payment Mailing Address: 778 Pacific Street City: Placerville Zip Code+4: 95667-6481

Signature: _____ Date: _____

16. Federal Employer ID Number: 946000511

(FOR Cal OES USE ONLY)

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

(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)



Grant Subaward Contact Information

Grant Subaward #: AT23 04 0090

Subrecipient: El Dorado County

1. **Grant Subaward Director:**

Name: Vern R. Pierson

Title: District Attorney

Telephone #: 530-621-6474

Email Address: vern.pierson@edcda.us

Address/City/ Zip Code (9-digit): 778 Pacific Street, Placerville, CA 95667-6481

2. **Financial Officer:**

Name: Kerri Williams-Horn

Title: Agency Chief Fiscal Officer

Telephone #: 530-621-5309

Email Address: kerri.williams-horn@edcgov.us

Address/City/ Zip Code (9-digit): 330 Fair Lane, Placerville, CA 95667-6481

3. **Programmatic Point of Contact:**

Name: Lisette Suder

Title: Assistant District Attorney

Telephone #: 530-642-5169

Email Address: lisette.suder@edcda.us

Address/City/ Zip Code (9-digit): 778 Pacific Street, Placerville, CA 95667-6481

4. **Financial Point of Contact:**

Name: Justene Cline

Title: Administrative Analyst

Telephone #: 530-621-5640

Email Address: justene.cline@edcgov.us

Address/City/ Zip Code (9-digit): 330 Fair Lane, Placerville, CA 95667-6481

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

Name: Vern R. Pierson

Title: District Attorney

Telephone #: 530-621-6474

Email Address: vern.pierson@edcda.us

Address/City/ Zip Code (9-digit): 778 Pacific Street, Placerville, CA 95667-6481

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Vern R. Pierson

Title: District Attorney

Telephone #: 530-621-6474

Email Address: vern.pierson@edcda.us

Address/City/ Zip Code (9-digit): 778 Pacific Street, Placerville, CA 95667-6481

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

Name: Wendy Thomas

Title: Chair, District Three Supervisor

Telephone #: 530-621-5390

Email Address: bosthree@edcgov.us

Address/City/ Zip Code (9-digit): 330 Fair Lane, Placerville, CA 95667-6481



Grant Subaward Signature Authorization

Grant Subaward #: AT23 04 0090


Subrecipient: El Dorado County

Implementing Agency: District Attorney's Office

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

Grant Subaward Director:

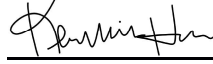
Printed Name: Vern R. Pierson

Signature: 
Vern Pierson (Jun 29, 2023 11:35 PDT)

Date: _____


Financial Officer:

Printed Name: Kerri Williams-Horn


Signature: 

Date: _____


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

Signature: 
Joe Alexander (Jun 29, 2023 11:24 PDT)

Printed Name: Joe Alexander

Signature: 

Printed Name: James Clinchard

Signature: 
Lisette Suder (Jun 29, 2023 08:34 PDT)

Printed Name: Lisette Suder

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

The following persons are authorized to sign for the **Financial Officer**:

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance

Subrecipient: County of El Dorado

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	CHILD ABUSE TREATMENT (AT) PROGRAM	AT23 04 0090	01/01/2024 - 12/31/2024
2			
3			
4			
5			
6			

I, Vern R. Pierson (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

I. Proof of Authority – SRH 1.055

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

II. Civil Rights Compliance – SRH Section 2.020

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

III. Equal Employment Opportunity – SRH Section 2.025

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

V. California Environmental Quality Act (CEQA) – SRH Section 2.035

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a “project” pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

VI. Lobbying – SRH Sections 2.040 and 4.105

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.

CERTIFICATION	
I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.	
Official Designee's Signature:	_____
Official Designee's Typed Name:	Vern R. Pierson _____
Official Designee's Title:	District Attorney _____
Date Executed:	_____
AUTHORIZED BY:	
I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.	
<input type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input type="checkbox"/> Governing Board Chair	
Signature:	_____
Typed Name:	Wendy Thomas _____
Title:	Chair, District Three Supervisor _____
Date Executed:	_____



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: El Dorado County		Grant Subaward #: AT23 04 0090			
A. Personnel Costs - Line-item description and calculation	VOCA 2020	VOCA 2020 Match	VOCA 2023	VOCA 2023 Match	Total Amount Allocated
Program Specialist - Advocate 1.0 FTE					
Salary - \$4,310.83 x 12 Mo x 1.0 FTE = \$51,730	\$12,900		\$38,830		\$51,730
Benefits:					
Retirement/PERS (29.79% of charged salary amount) - \$15,410			\$15,410		\$15,410
Medicare (1.45% of charged salary amount) - \$750	\$187		\$563		\$750
Health Insurance - not charging					
Workers Comp Ins - (1.48% of charged salary amount) - \$766			\$766		\$766
Unemployment Insurance (0.31% of charged salary amount) - \$160			\$160		\$160
Disability Insurance (0.25% of charged salary amount) - \$129 (only charging \$122)			\$122		\$122
Provides specialized direct services to victims of crime, including case management, criminal justice support and advocacy, assistance with crime compensation benefits, counseling coordination, and referrals.					
Benefits including: health, dental, vision, retirement, workers comp, unemployment insurance and disability. SDI and applicable taxes.					
CAC Coordinator - 0.05 FTE (Gen Fund Cash Match)					
Salary - \$12,523.42 x 12 Mo x 0.05 FTE = \$7,514				\$7,514	\$7,514
Benefits:					
Retirement/PERS (37.64% of charged salary amount) - \$2,828	\$496			\$2,332	\$2,828
Medicare (1.45% of charged salary amount) - \$109 (only charging \$105)				\$105	\$105
Health Insurance (8.72% of charged salary amount) - \$655				\$655	\$655
Workers Comp Ins - (1.44% of charged salary amount) - \$108 (not charging)					
Unemployment Insurance (0.11% of charged salary amount) - \$8				\$8	\$8
Disability Insurance (0.25% of charged salary amount) - \$19 (only charging \$6)				\$6	\$6
Provides CAC and MDIC Coordination and program support.					
Benefits including: health, dental, vision, retirement, workers comp, unemployment insurance and disability. SDI and applicable taxes.					
Assistant District Attorney - 0.10 FTE (Gen Fund Cash Match)					
Salary - \$18,982.67 x 12 Mo x 0.10 FTE = \$22,779 (only charging \$18,779)				\$18,779	\$18,779
Benefits:					
Retirement/PERS (28.13% of charged salary amount) - \$5,283				\$5,283	\$5,283
Medicare (1.45% of charged salary amount) - \$272				\$272	\$272
Health Insurance (9.47% of charged salary amount) - \$1,778				\$1,778	\$1,778
Workers Comp Ins - (1.40% of charged salary amount) - \$263				\$263	\$263
Unemployment Insurance (0.07% of charged salary amount) - \$13				\$13	\$13
Disability Insurance (0.25% of charged salary amount) - \$47 (only charging \$12)				\$12	\$12
Provides guidance, oversees all child victim cases, and provides referrals for support.					
Benefits including: health, dental, vision, retirement, workers comp, unemployment insurance and disability. SDI and applicable taxes.					
Program Manager - 0.15 FTE (Partial Gen Fund Cash Match)					
Salary - \$11,330.67 x 12 Mo x 0.15 FTE = \$20,395	\$2,026	\$3,000	\$14,672	\$697	\$20,395
Benefits:					
Retirement/PERS (28.43% of charged salary amount) - \$5,798		\$1,449		\$4,349	\$5,798
Health Insurance (14.99% of charged salary amount) - \$3,057		\$292		\$2,765	\$3,057
Medicare (1.45% of charged salary amount) - \$296				\$296	\$296
Workers Compensation Ins (1.42% of charged salary amount) - \$290				\$290	\$290
Unemployment Insurance (0.12% of charged salary amount) - \$24				\$24	\$24
Disability (0.25% of charged salary amount) - \$51 (only charging \$18)				\$18	\$18
Provides oversight of program, victim advocates and participating staff and attends required program meetings.					
Benefits including: health, dental, vision, retirement, workers comp, unemployment insurance and disability. SDI and applicable taxes.					
Personnel Costs Fund Source Totals	\$15,609	\$4,741	\$70,523	\$45,459	\$136,332
PERSONNEL COSTS CATEGORY TOTAL					\$136,332



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: El Dorado County		Grant Subaward #: AT23 04 0090				
B. Operating Costs - Line-item description and calculation	VOCA 2020	VOCA 2020 Match	VOCA 2023	VOCA 2023 Match	Total Amount Allocated	
Psychotherapy Clinicians						
Participating staff contracted through Hope Counseling.						
Provides psychotherapy services for children victimized by abuse and/or neglect, services for family members and caregivers, and overall case support services in conjunction with the Child Advocacy Center.						
Salary/Benefits \$100/hr x 1,476 clinical hours = \$147,600; \$75/hr x 112 non-clinical hours = \$8,400			\$156,000		\$156,000	
Training/Travel-Related Expenses for Program Staff						
3 Members to Attend Child Maltreatment Conference or Related Event						
Registration: \$600 Est x 3 people = \$1,800			\$1,800		\$1,800	
Hotel: Est. \$173 per diem + \$25 taxes & fees x 4 nights x 3 people = \$2,376			\$2,376		\$2,376	
Meals: Est. \$69/day x 5 days x 3 people = \$1,035			\$1,035		\$1,035	
Airfare (Roundtrip) to Conference \$500 Est x 3 people = \$1,500			\$1,500		\$1,500	
Mileage: \$0.655/mi (Current Federal Rate)*100 miles x 3 people = \$197			\$197		\$197	
Parking Costs: \$48 Est per event x 3 people = \$144			\$144		\$144	
Office Supplies & Equipment for Clinicians/Advocate (Estimated Costs)						
Miscellaneous, as needed items, such as computer accessories, printer supplies, paper, folders, and other minor office supply items for the Child Advocacy Center Interview Centers.						
			\$500		\$500	
Outreach, Promotion, Printing, and/or Design Expenses						
Promotion of Child Treatment Options through the CAC						
			\$300		\$300	
Cell Phones for Clinicians/Advocate						
\$60/month x 12 months x 3 people = \$2,160						
			\$2,160		\$2,160	
Case Cracker Onyx Lite Annual Service Fee						
Case Cracker Onyx Lite Onsite Support Services for SLT and PV CACs for video recording and sharing system, allowing mental health professionals to remotely view the MDIs and to access files at a later date.						
Annual Fee for PLV and SLT CACs = \$2,000						
			\$2,000		\$2,000	
Facility Rental - Fausel House CAC Interview & Viewing Rooms and Office Space (Partial Gen Fund Cash Match)						
772 Pacific Street Monthly Rent Cost: \$2,730; 625 Sq Ft for use by AT Program Clinicians						
778 Pacific Street Monthly Rent Cost: \$29,616.07; 125 Sq Ft for use by AT Program Specialist						
Office Space - 778 Pacific: 1.0 FTE x 125sf x \$1.91 x 12mo = \$2,865			\$2,865		\$2,865	
Office Space - 772 Pacific: 125sf x \$1.89 x 12mo = \$2,835				\$2,835	\$2,835	
Counseling Space - 772 Pacific: 500sf x \$1.89 x 12 = \$11,340				\$11,340	\$11,340	
de Minimis indirect rate						
Modified Total Direct Cost is \$155,305 (Total Project Cost less Rent, Participant Training, Contract Amounts above \$25,000, and indirect.)						
Indirect Calculation \$155,305 x 10% = \$15,530 (only charging \$491)			\$491		\$491	
Calculation Worksheet Attached						
Includes administrative and overhead costs associated with the SVU division, AT Program, of the El Dorado County District Attorney's Office.						
Operating Costs Fund Source Totals		\$3,356		\$168,012	\$14,175	\$185,543
OPERATING COSTS CATEGORY TOTAL					\$185,543	



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: El Dorado County			Grant Subaward #: AT23 04 0090		
C. Equipment Costs - Line-item description and calculation	VOCA 2020	VOCA 2020 Match	VOCA 2023	VOCA 2023 Match	Total Amount Allocated
None.					
Equipment Costs Fund Source Totals					
EQUIPMENT COSTS CATEGORY TOTAL					

Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet	VOCA 2020	VOCA 2020 Match	VOCA 2023	VOCA 2023 Match	Total Project Cost
Fund Source Totals	\$18,965	\$4,741	\$238,535	\$59,634	\$321,875

DETERMINING INDIRECT COST AMOUNT WHEN BUILDING A BUDGET

TERMS

Total Project Costs:	Amount allocated to the project by Cal OES plus any required match. This includes direct, direct-shared, and indirect costs and all matching contributions (in-kind and/or cash).
Modified Total Costs:	Modified Total Cost: Amount of direct costs minus exclusions (e.g., rent, contracts beyond \$25,000, etc.).
Modified Total Direct Costs:	Amount of direct cost minus indirect and exclusions.
Direct Costs:	Costs identified with a particular cost objective (award, program or project).
Indirect Costs:	Costs for a common or joint purpose benefitting more than one cost objective, not readily assignable to the cost objectives, without effort disproportionate to the results achieved.

METHOD

1. Determine **Exclusions or Distorting Costs**

In-kind match (donations, not volunteers)	\$ -
Rent/lease office space	\$ 17,040
Rent/lease other space	\$ -
Rent/lease equipment	\$ -
Equipment (purchased)	\$ -
Contracts/Subawards after the first \$25,000	\$ 131,000
Capital improvements	\$ -
Patient Care	\$ -
Tuition, Scholarships, Fellowships	\$ -
Participant support costs (training/conference registration fees, travel including per diem and stipends)	\$ 3,000
Other (not covered above)	\$ -
Total Exclusions/Distorting Costs	\$ 151,040

2. Determine **Modified Total Costs**

Total Project Costs	\$ 321,875
Minus (-) Total Exclusions/Distorting Costs	\$ 151,040
Modified Total Costs	\$ 170,835

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

Modified Total Costs	\$ 170,835
ICR (%) (i.e., 10% = 0.10, 17.5% = 0.175)	0.10
ICR + 1	1.10
Modified Total Direct Costs (MTDC)	\$ 155,305

4. Determine **Indirect Cost Amount**

Modified Total Costs	\$ 170,835
Subtract (-) MTDC	\$ 155,305
Indirect Cost Amount	\$ 15,530

5. Allocate Amounts and Check Math

Total Exclusions	\$ 151,040
Plus (+) MTDC	\$ 155,305
Plus (+) Indirect Cost Amount	\$ 15,530
Total Project Costs	\$ 321,875



Grant Subaward Programmatic Narrative

Grant Subaward #: AT23 04 0090

Subrecipient: County of El Dorado

A. Problem Statement

Not required.

B. Plan

1) Describe the intake process and how eligibility for receiving comprehensive treatment through the Program will be determined.

For clients to receive treatment using CalOES Child Abuse Treatment (AT) Funding, there are several ways to determine eligibility and complete the intake process. First, the El Dorado County (EDC) District Attorney's AT Program Specialist or another EDC District Attorney Victim Witness Program Specialist completes a Family Needs Assessment during the initial contact with minor victims and their caregivers. The Family Needs Assessment is a form that helps the Program Specialist learn more about the victim and family in order to understand some of the family's current stressors and determine how to best assist them. The form has a series of questions to be answered by the victim's caregiver and Program Specialist. The responses to the assessment signal whether the child victim needs or is requesting psychotherapy services and/or assistance from the California Victim Compensation Board. If psychotherapy is determined to be appropriate, a therapy referral is generated by or sent to the AT Program Specialist. The AT Program Specialist then reviews the referral and



Grant Subaward Programmatic Narrative

Grant Subaward #: AT23 04 0090

Subrecipient: County of El Dorado

contacts potential clients and their families to organize the delivery of comprehensive services. The AT Program Specialist is included on all corresponding emails and serves as a liaison between the El Dorado County District Attorney's Office (EDCDAO) and treatment providers. The referral is then provided to the Healthy Outcomes for Personal Enrichment Counseling (HOPE) Clinical Coordinator, who contacts the client's representative to complete a formal Therapeutic Needs Assessment. Next, the Clinical Coordinator schedules an appointment based on the individual's needs. HOPE Counseling therapists determine the most convenient time and location to schedule therapy sessions for the child and caregiver.

Another method for the intake process is completed through the local Child Advocacy Center (CAC). When a referral is received from law enforcement or child protective services to have a child forensically interviewed at the EDCDAO CAC, the CAC Coordinator initiates contact with the non-offending caregiver(s) of the child and assesses the immediate needs of the child as well as whether the child and/or family are already engaged in therapy services elsewhere. If the child and/or their family are not yet engaged in therapy and are interested in a HOPE Counseling referral, a therapist from HOPE is invited to observe the forensic interview of the child. This allows the therapist to



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hear the child's initial disclosure and begin a Formal Needs Assessment for the child. After the interview is completed, a HOPE therapist may meet with the child and their non-offending caregiver(s) to discuss scheduling an appointment for trauma-informed therapy for the child and their family members.

In the event HOPE therapists are unable to observe a forensic interview at the CAC in person, the AT Program Specialist coordinates with HOPE Counseling to contact the family and begin therapy assessments and services. First, the AT Program Specialist emails the referral to HOPE Counseling. The HOPE Counseling Clinical Coordinator then completes a formal Therapeutic Needs Assessment, electronically sends a copy of the interview of the child when appropriate, and schedules an appointment based on the individual's needs and eligibility.

Another intake process involves the EDC Special Victim's Unit (SVU) attorneys and other EDC Deputy District Attorneys, as they review all cases in which a child is an alleged victim of sexual abuse, physical abuse or neglect, human trafficking, domestic violence, and other violent crimes. When appropriate, the reviewing attorney will ensure that the AT Program Specialist is notified to reach out to HOPE Counseling immediately so that comprehensive treatment can begin as early as possible.



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Finally, the AT Program Specialist is part of the Public Information and Outreach team at the EDCDAO. The AT Program Specialist utilizes the EDCDAO's Facebook page, pamphlets, and other community outreach forums to provide information about the AT Program and offer opportunities for all children in El Dorado County in need of therapeutic services to reach out to HOPE Counseling and begin an intake process directly.

Once a therapy session is scheduled and confirmed with the victim and/or family, the session is added to the AT SharePoint calendar and made visible to all AT team members. Information in the calendar includes the date and time of appointment, the assigned therapist, whether the client is an adult or child, and whether the appointment will be conducted in-person or via telehealth. The calendar can be easily modified to reflect cancelations and information changes. The AT SharePoint calendar was created within the last year and is a very useful tool for the AT team to manage appointments and determine the degree of support needed from the AT Program Specialist to assist families with accessing comprehensive psychotherapy services.

2) Describe how comprehensive treatment will be delivered to child victims.



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The goal of the El Dorado County AT Program is to continue providing accessible, community-based, safe, no-cost specialized mental health services to child victims and their families throughout the County. To ensure that comprehensive treatment is being delivered to child victims, the EDCDAO has an operational agreement and contract with HOPE Counseling, a non-profit therapy group that provides children and families with research-based and trauma-informed psychotherapy services, including TF-CBT (Trauma-Focused Cognitive Behavioral Therapy), EMDR (Eye Movement Desensitization and Reprocessing), and Play Therapy for child clients to help them understand the connection between the trauma experience and their emotional and behavioral responses. Therapists offer skills and strategies that help children and their families understand, cope with, and process the emotions and memories tied to their traumatic experiences. Therapists use standardized assessment measures to inform treatment and periodically assess client progress and treatment outcome. Therapists integrate caregiver engagement within treatment for child clients. When appropriate, therapists will identify and refer clients to other services such as domestic violence and substance abuse agencies.



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When child victims and families are engaged in family therapy, therapists from HOPE Counseling conduct separate consecutive sessions for both children and their caregivers, making access to therapy for the whole family more convenient by requiring less time and travel for multiple appointments.

Based on victims' immediate and long-term needs, HOPE Counseling offers synchronized telehealth therapy sessions when it is safer or more accessible for clients who may not have the ability to get to in-person sessions due to increased gas prices, lack of childcare, or other personal reasons. In addition, HOPE Counseling employs bilingual therapists and provides psychotherapy services in ASL (American Sign Language) when needed.

At HOPE Counseling, a Licensed Professional Clinical Counselor (LPCC) and a Licensed Marriage and Family Therapist (LMFT) are responsible for training and overseeing all Registered Associate Marriage and Family Therapists (MFT). Registered Associate MFTs are trained in trauma-focused therapy interventions and have ongoing training under the following categories: addressing childhood trauma in the context of disrupted caregiving, Multidisciplinary Team (MDT) and Cognitive-Attentional Syndrome (CAS) response to children with problematic sexual behaviors, and integrating trauma play among others.



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HOPE Counseling provides flexible therapy hours, including late afternoons, evenings, and weekends to allow access for children and families that is not hindered by work or school hours. HOPE Counseling therapists utilize the CAC building located at 772 Pacific Street, Placerville, CA, 95667 to meet with children and their families in the El Dorado County region. The CAC interview room and waiting room for children and their families are used to ensure a safe and child-friendly environment for all clients served. HOPE Counseling also has offices located in Folsom, Roseville, and the Sacramento area, which allows clients to visit offices in closest proximity to their homes or that are most practical.

In addition to services offered by clinicians from HOPE Counseling, the AT Program Specialist provides direct services to clients and families. Families are provided with case management when involved in an active criminal case. The AT Program Specialist educates families about the criminal justice system, notifies them of upcoming court dates, accompanies them to court proceedings, assists with requests for criminal protection orders and safety planning, acts as a liaison with the Deputy District Attorney assigned to review and/or prosecute the case, and handles other tasks as assigned. Additionally, the AT Program Specialist assists with forensic interviews at the CAC, carefully



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explains to families what to expect, answers all questions, and creates an atmosphere where families feel welcome and supported. Moreover, the AT Program Specialist collaborates with a multi-disciplinary team when forensic interviews are conducted to make sure protocols are adhered to and that all necessary information is communicated immediately to the team.

Once a family begins sessions with HOPE Counseling, the AT Program Specialist provides child and dependent care when parents have sessions of their own and need supervision for the children that accompany them. While at the CAC for therapy services, children are invited to select from a multitude of developmentally appropriate and enriching individual and group activities in which to engage. The AT Program Specialist is available to play games, actively listen, and offer support to clients throughout the family's visit.

Perhaps the most significant role of the AT Program Specialist is building trust and rapport with victims and families. Support for a victim begins from the initial phone call and continues beyond the resolution of the respective criminal case, depending on the needs of the individual. Providing emotional support, referrals to community resources, consistency in care, and establishing a safe



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and tranquil space for healing all contribute to a collaborative relationship between families and the AT Program Specialist.

Lastly, the AT Program Specialist facilitates monthly meetings with all points of contact with the AT Program, creates a comprehensive agenda with input from other team members, documents meeting minutes, and addresses any ongoing issues or concerns that require outside consultation or further research. The AT Program Specialist attends weekly EDC Victim Witness Program and SVU meetings as well as monthly CAC (Child Advocacy Center)/SART (Sexual Assault Response Team)/CSEC (Commercial Sexual Exploitation of Children)/VV (Violence Against Women) meetings with stakeholders and service providers from Placerville and South Lake Tahoe. This allows the AT Program Specialist to stay abreast of all active cases and potential referrals to the AT Program and offer additional support for victims in cases that require it. Regular meeting attendance, trainings, and collaboration with team members prepares the AT Program Specialist to help deliver comprehensive services to child victims and their families.

3) Describe how the Applicant will ensure that only the most qualified clinicians are providing comprehensive treatment to child victims through the Program.



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All therapists working with the EDCDAO through its partnership with HOPE Counseling are trained in trauma-focused therapeutic interventions and are supervised by a licensed clinician. Only Registered Associate MFTs and Registered LPCCs by the Board of Behavioral Science provide comprehensive treatment to child victims through the AT Program. All therapists are supervised by two licensed clinicians that have completed the mandated continuing education requirement for becoming a supervisor, as well as an excess of forty hours of continued education on trauma-based approaches such as TF-CBT and EMDR. All clinicians meet weekly with their supervisors. All therapists have experience and expertise in following the National Children's Alliance (NCA) mental health standard guidelines, further ensuring children treated through the AT Program receive the highest level of care and trauma-informed services.

The EDCDAO completes an intensive background check on all clinicians who are providing treatment services to child victims through the AT Program. The background check is conducted by a District Attorney Investigator and consists of verifying the clinician's education and work history, as well as contacting personal and professional references of all candidates. Only the most qualified individuals are selected to be part of the AT Program.



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4) Describe how the Applicant will provide consultative and clinical supervision.

The HOPE Counseling supervisor and/or assigned therapist for EDCDAO clients attends monthly collaborative case review meetings to discuss the needs of each client and/or family, which include offering consultation with local law enforcement, child protective services, Deputy District Attorneys, SART, medical providers, Department of Justice (DOJ) analysts, the AT Program Specialist, and CAC personnel on the effects of trauma that clients are experiencing. Crucial topics of discussion may include improving the EDCDAO victim referral process to HOPE counseling, coordinating forensic interview scheduling with therapy sessions at the CAC, and finding ways to efficiently utilize CalVCB funds to maximize AT program openings and serve additional clients, among others. Additionally, monthly AT Program meetings are conducted by the AT Program Specialist with HOPE clinicians, the Assistant District Attorney overseeing the AT Program, the Victim-Witness Program Manager, and the CAC Coordinator. Meeting minutes summarizing important information are created and distributed to AT team members to review, which keeps everyone aware of new protocols and helps standardize procedures that are effective in keeping the program successful. In certain cases where more time is needed to review a specific client, specialized meetings with team members serving only that particular



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victim/client are arranged for a more comprehensive discussion on how to best serve them. Finally, the Assistant District Attorney overseeing the AT Program, the CAC Coordinator, and VW Program Manager meet monthly with the EDC fiscal department to review and confirm financial grant compliance.

Cumulatively, these meetings promote comprehensive treatment for all minor victims and their families and guarantee the needs of each client are being addressed. The team generates ideas for how to improve services, reviews ongoing training and research, analyzes individual cases, and discusses ways to elevate the AT Program. All meetings are overseen by the Assistant District Attorney to ensure that the program is meeting all its goals and responsibilities.

5) Describe how volunteers will be used for the Program.

At this time, the EDCDAO will not be utilizing volunteers for the AT Program. The agency has determined program funding does not allow capacity for effective volunteer support as additional training, equipment, and supervision would be required. In addition, due to the sensitive nature of AT Program cases, it is not feasible to engage volunteer support.



**Federal Fund Grant Subaward Assurances
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program**

Subrecipient: County of El Dorado

	Cal OES Program Name	Grant Subaward #	Grant Subaward Performance Period
1.	CHILD ABUSE TREATMENT (AT) PROGRAM	AT23 04 0090	01/01/2024 - 12/31/2024
2.			
3.			
4.			
5.			
6.			

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

1. Required Audits and Financial Statements (SRH Section 14.005)

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 C.F.R. Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

- Subrecipient expends \$750,000 or more in federal funds annually.
- Subrecipient does not expend \$750,000 or more in federal funds annually.

2. Compliance with General Appropriations-law Restrictions on the use of Federal Funds

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2022, are set out at <https://ojp.gov/funding/Explore/FY22AppropriationsRestrictions.htm>.

Should a question arise as to whether a particular use of federal funds by Subrecipients (and any Second-Tier Subrecipients) would or might fall within the scope of an appropriations or law restriction, Subrecipients are to contact Cal OES

for guidance, and may not proceed without the express prior written approval of Cal OES.

3. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this Grant Subaward.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 Grant Subaward supplements funds previously awarded by OJP under the same Grant Subaward number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial Grant Subaward or a supplemental Grant Subaward) that are obligated on or after the acceptance date of this FY 2022 award.

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

Record retention and access: Records pertinent to the Grant Subaward that the Subrecipient (and any Second-Tier Subrecipients) must be retained for a period of seven years after the Subrecipient makes final payments and all other pending matters are closed, unless a different retention period applies. Subrecipients (and any Second-Tier Subrecipients) must provide access to performance measurement information, financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

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

4. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 C.F.R. 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

5. OJP Training Guiding Principles

Subrecipients (and any Second-Tier Subrecipients) understand and agree that any training or training materials developed or delivered with funding under this Grant Subaward must adhere to the OJP Training Guiding Principle for Grantee and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.

6. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier Subrecipients) that are faith-based or religious organizations.

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

7. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

8. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "educational programs."

9. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

Subrecipients (and any Second-Tier Subrecipients) must comply with, and are subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

10. Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Grant Subaward appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

11. Requirement for Data on Performance and Effectiveness under the Grant Subaward

Subrecipients (and any Second-Tier Subrecipients) must collect and maintain data that measure the performance and effectiveness of work under this Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) must provide data (within the required timeframes) to OJP via the Performance Measurement Tool (PMT).

12. Determination of Suitability to Interact with Participating Minors

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

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

13. Compliance with DOJ Grants Financial Guide

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

14. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

15. Potential Imposition of Additional Requirements

Subrecipients (and any Second-Tier Subrecipients) agree to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

16. Employment Eligibility Verification for Hiring under the Grant Subaward

a. Subrecipients (and any Second-Tier Subrecipients) must:

- 1) Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with Grant Subaward funds, Subrecipients (and any Second-Tier Subrecipients) properly verify the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).
- 2) Notify all persons associated with Subrecipients (or any Second-Tier Subrecipients) who are or will be involved in activities under this Grant Subaward of both:
 - a) This Grant Subaward requirement for verification of employment eligibility, and
 - b) The associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
- 3) Provide training (to the extent necessary) to those persons required by this condition to be notified of the Grant Subaward requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
- 4) As part of the recordkeeping for the Grant Subaward (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this Grant Subaward condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

b. Monitoring

Subrecipients' monitoring responsibilities include monitoring Second-Tier Subrecipients' compliance with this condition.

c. Allowable costs

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

d. Rules of construction

- 1) Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this Grant Subaward" specifically includes (without limitation) any and all Subrecipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with Grant Subaward funds.

2) Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, Subrecipients (and any Second-Tier Subrecipients) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the Subrecipient (and any Second-Tier Subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with Grant Subaward funds.

3) "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

4) Nothing in this condition shall be understood to authorize or require Subrecipients (and any Second-Tier Subrecipients), or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

5) Nothing in this condition, including in paragraph 4.B., shall be understood to relieve Subrecipients (and any Second-Tier Subrecipients) or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>).

17. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters

No Subrecipients (and any Second-Tier Subrecipients) under this Grant Subaward, or entity that receives a procurement contract or subcontract with any funds under this Grant Subaward, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making

this Grant Subaward, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

a. In accepting this Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):

- 1) Represent that they neither require, nor have required, internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
- 2) Certify that, if they learn, or are notified, that they have, or have been, requiring their employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:

1) Subrecipients represent that:

- a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
- b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and

- 2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant Subaward is, or has been, requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

18. All Grant Subawards Must Have Specific Federal Authorization

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

The details of the requirement for authorization of any Grant Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>.

19. Requirements Related to System for Award Management and Universal Identifier Requirements

Subrecipients (and any Second-Tier Subrecipients) must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

Subrecipients also must comply with applicable restrictions for Second-Tier Subawards, including restrictions on Grant Subawards to entities that do not acquire and provide (to Subrecipients) the unique entity identifier required for SAM registration.

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>.

This condition does not apply to a Grant Subaward to an individual who received the Grant Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

20. Restrictions on "Lobbying"

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

Another federal law generally prohibits federal funds awarded by OJP from being used by Subrecipients (and any Second-Tier Subrecipients), to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of

a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient (or any Second-Tier Subrecipient) would or might fall within the scope of these prohibitions, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior written approval of Cal OES.

21. Specific Post-award Approval Required to Use a Noncompetitive Approach in any Procurement Contract that would Exceed \$250,000

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

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm>.

22. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP Authority to Terminate Grant Subaward)

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients (and any Second-Tier Subrecipients), or individuals defined (for purposes of this condition) as "employees" of Subrecipients (and any Second-Tier Subrecipients).

The details of the Subrecipients' obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

Subrecipients (and any Second-Tier Subrecipients) must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Grant Subaward-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Grant Subaward should also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

24. Discrimination Findings

Subrecipients (and any Second-Tier Subrecipients) assure that in the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this Grant Subaward, Subrecipients will forward a copy of the findings to the Office for Civil Rights of OJP.

25. VOCA Requirements

Subrecipients (and any Second-Tier Subrecipients) assure that they will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required.

26. Federal Funding Accounting and Transparency Act (FFATA)

- | Yes | No | |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has the Subrecipient received \$25,000,000 or more in federal funds in the preceding fiscal year? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | If the answer is yes, does the amount of federal funds received equal 80% or more of the Subrecipient's annual gross revenue? |
| <input type="checkbox"/> | <input type="checkbox"/> | If the answer is yes to the above two questions, did the Subrecipient report to the U.S. Security and Exchange Commission? |

For additional information reference: [Award Condition: Reporting Subawards and Executive Compensation \(Updated as of September 2016\) | Office of Justice Programs \(ojp.gov\)](#).

CERTIFICATION

I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.

Official Designee's Signature: _____

Official Designee's Typed Name: Vern R. Pierson

Official Designee's Title: District Attorney

Date Executed: _____

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

Subrecipient: El Dorado County	UEI # DW8SM9A6YWR3	FIPS #:
Grant Disaster/Program Title: CHILD ABUSE TREATMENT (AT) PROGRAM		
Performance Period: 01/01/24	to 12/31/24	Subaward Amount Requested: \$ 257,500
Type of Non-Federal Entity (Check Applicable Box)	<input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	

Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grant
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 2,731,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	Yes
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Sometimes
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

Certification: This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

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



Grant Subaward Service Area Information

Grant Subaward #: AT23 04 0090

Subrecipient: El Dorado County

1. County or Counties Served:
El Dorado County

County where principal office is located: El Dorado County

2. U.S. Congressional District(s) Served:
5th District
Represented by Congressman Tom McClintock

U.S. Congressional District where principal office is located: 5th District

3. State Assembly District(s) Served:
State Assembly Districts are split between the 6th State Assembly District and the 5th State Assembly District
5th State Assembly District represented by Joe Patterson
6th State Assembly District represented by Kevin Kiley

State Assembly District where principal office is located: 5th and 6th State Assembly Districts

4. State Senate District(s) Served:
1st State Senate District
Represented by Brian Dahle

State Senate District where principal office is located: 1st State Senate District

5. Population of Service Area: 193,221 (2021)

El Dorado County DA's Office
Organizational Chart: FY 22/23
Updated 5/22/2023

District Attorney
 Vern Pierson

Admin Technician
 Savannah Brodrick

Chief Asst. DA
 Joseph Alexander

Chief Investigator
 Jeff Dreher

Asst. DA
 James Clinchard

Asst. DA
 Lisette Suder

Asst. Chief Investigator
 Richard Pesce

CORE DDAs
Lead DDAs
 Adam McConney
 Miles Perry
Deputy DAs
 Yvan Flores
 Matthew Gallagher
 Brittany Griffith
 Blaire Gue
 Nora Hall
 Jason Manning
 Jay Linden
 Kelly Rosenbery
 Ryan Whyte
 Vacant
 Vacant
SLT DDAs
 Kimberly Ashley
 Casey Mandrell

Special Prosecution Unit (SPU)
 April Flores
 Mike Pizzuti
Special Victims Unit (SVU)
Lead DDA
 Kassie Cardullo
Deputy DAs
 Colin Child
 Mahjoubeh Foolad
 Caitlin Franzen
 Jodie Jensen

Victim/Witness Unit
VW Program Manager
 Patti Harrington
Sr. Program Specialists
 Vanessa Bragg
 Gianina Richards
Program Specialists
 Julie Ehrlich
 Renee Morehouse
 Amy Nigro
 Jennifer White
 Vacant
 Vacant
 Vacant
CVFR VW Staff**
 Janet Boehm
 Billie Feuerhelm

 **Contracted with the
 Center for Violence Free
 Relationships

Sup. Investigator
 Bryan Kuhlmann

Sup. Investigator
 Joseph Ramsey

Support Staff
Sr. Paralegal
 Victoria McMahon
 Vacant
Paralegal
 Amanda Casillas
 Ali Humphreys
 Michelle Yopp
Legal Secretary
 Vacant
Sr. Office Assistant
 Dena Allen
 Heidi Mayerhofer

DA Investigators
CORE
 Ricky Brown
 Gary Malmquist
 James Peterson
 John Robertson
 Omir Torres
GRANT
 Ryan Andelin
 James Applegate
 Simon Brown
 Rhia Grotke
 Rich Horn
 Kelly Kent
 Ryan Lorey
 Andrea Luckenbach
Extra Help
 John Gaines
 Ted Horlbeck
 Chris Lindholm
 Greg Murphy
Crime Analyst
 Sandra Rivas

Investigative Asst.
 Samantha Proud
 Ashlee Smith
 Bonita Strain
 Brynne Suder - EH
 Riley Wilson

Dept. System Analyst
 Scott Burciaga

IT Dept. Specialist
 Matthew Taylor

Central Fiscal – CAO
Chief Agency Officer
 Kerri Williams
Fiscal Manager
 Hillary Crawford
Admin Analyst
 Justene Cline
Fiscal Tech
 Trever Rumery



Volunteer Waiver Request

Grant Subaward #: AT23 04 0090

Subrecipient: County of El Dorado

Justification:

At this time, the County of El Dorado District Attorney's Office will not be utilizing volunteers for the CalOES AT program. The agency has determined program funding does not allow capacity for effective volunteer support as additional training, equipment, and supervision will be required. In addition, due to the sensitive nature of AT cases, it is not feasible to engage in volunteer support at this time.

Cal OES Approval

Approved Denied

Program Specialist Signature Date

Approved Denied

Unit Chief Signature Date



Operational Agreement Summary

Grant Subaward #: AT23 04 0090

Subrecipient: County of El Dorado

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. H.O.P.E Healthy Outcomes for Personal Enrichment Counseling Center	09/27/2022	01/01/23 to 12/31/23
2. *note: a renewal OA will be executed for the grant period 01/01/24-12/31/24		to
3.		to
4.		to
5.		to
6.		to
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10.		to
11.		to
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16.		to
17.		to
18.		to
19.		to
20.		to