



**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

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

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

**1. Subrecipient:** County of El Dorado **1a. DUNS#:** 087834029

**2. Implementing Agency:** District Attorney's Office **2a. DUNS#:** 087834029

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

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

**5. Disaster/Program Title:** Child Abuse Treatment (AT) Program **6. Performance Period:** 1/1/2022 **to** 12/31/2022  
(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.	2019	VOCA		\$128,340		\$32,085		\$32,085	\$160,425
9.	2020	VOCA		\$129,160		\$32,290		\$32,290	\$161,450
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>		\$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 #: AT21 02 0090

Subrecipient: County of El Dorado District Attorney's Office

1. **Grant Subaward Director:**

Name: Vern R. Pierson

Title: District Attorney

Telephone #: 530-621-6474

Email Address: vern.pierson@edcgov.us

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

2. **Financial Officer:**

Name: Kerri Williams-Horn

Title: 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 95667-4103

3. **Programmatic Point of Contact:**

Name: Johana Millan

Title: Program Coordinator

Telephone #: 530-642-5169

Email Address: johana.millan@edcgov.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 95667-4103

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@edcgov.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@edcgov.us

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

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

Name: John Hidahl

Title: Chair, District One Supervisor

Telephone #: 530-621-5650

Email Address: bosone@edcgov.us

Address/City/ Zip Code (9-digit): 330 Fair Lane, Placerville, CA 95667-4103



## Grant Subaward Signature Authorization

Grant Subaward #: AT21 02 0090

Subrecipient: County of El Dorado

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: \_\_\_\_\_

Date: \_\_\_\_\_

### Financial Officer:

Printed Name: Kerri Williams-Horn

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Printed Name: James Clinchard

Signature: \_\_\_\_\_

Printed Name: Joseph Alexander

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_



**Grant Subaward Certification of Assurance of Compliance**  
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

Grant Subaward #: AT21 02 0090

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Subrecipient: County of El Dorado

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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 (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

**I. Federal Grant Funds – SRH Sections 14.005**

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure a single audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to allocate federal funds for the audit costs.

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

**II. Equal Employment Opportunity – SRH Section 2.025**

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requested or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law.

**Subrecipients certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.**

EEO Officer: Joseph Carruesco

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Title: Director of Human Resources

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Address: 330 Fair Lane, Placerville, CA 95667

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Telephone Number: 530-621-5617

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Email Address: joseph.carruesco@edcgov.us

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

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

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

The California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000 et seq.) requires all Cal OES-funded Subrecipients to certify compliance with CEQA. Subrecipients must certify they have completed, and will maintain on file, the appropriate CEQA compliance documentation.

**V. Lobbying – SRH Sections 2.040 and 4.105**

Grant Subaward funds, property, and funded positions must not be used for any lobbying activities. This includes, but is not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

**VI. Debarment and Suspension – SRH Section 2.045**

Subrecipients receiving federal funds must certify that they will adhere to Federal Executive Order 12549, Debarment and Suspension. The Subrecipient certifies that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency.

The Subrecipient certifies that it will not make any Second-Tier Subaward, or enter into any contract greater than \$25,000, with parties that are debarred, suspended, or otherwise excluded or ineligible for participation in Federal programs or activities.

**VII. Proof of Authority from City Council/Governing Board – SRH Section 1.055**

Subrecipients accept responsibility for and must comply with the requirement to obtain a signed resolution from governing body (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 Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the Subrecipient and the Official Designee. The State of California and Cal OES disclaim responsibility of

any such liability. Furthermore, it is also agreed that Grant Subaward funds received from Cal OES shall not be used to supplant expenditures controlled by the governing board.

Subrecipients are required to obtain written authorization by the governing body (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 Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. The Applicant is also required to maintain said written authorization on file and make readily available upon demand.

### **VIII. Civil Rights Compliance – SRH Section 2.020**

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

### **IX. Federal Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Special Conditions**

#### **1. Applicability of Part 200 Uniform Requirements**

The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this award from OJP.

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

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

Record retention and access: Records pertinent to the award that the Subrecipient must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the Subrecipient must provide access, include performance measurement information, in addition to

the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

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

2. Compliance with DOJ Grants Financial Guide

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

3. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP authority to terminate award)

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

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

4. Requirements related to System for Award Management and Universal Identifier Requirements

The Subrecipient 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.

The Subrecipient also must comply with applicable restrictions on Second-Tier Subawards, including restrictions on subawards to entities that do not acquire and provide (to the Subrecipient) the unique entity



identifier required for SAM registration.

The details of the Subrecipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award 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).

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

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

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

6. Compliance with General Appropriations-Law Restrictions on the Use of Federal Funds

The Subrecipient must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2020, are set out at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

#### 7. Reporting Potential Fraud, Waste, & Abuse

The Subrecipient must promptly refer to DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

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

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

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

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

a. In accepting this award, the Subrecipient:

- Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or

contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

- Certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
- b. If the Subrecipient does or is authorized under this award to make Subawards, procurement contracts, or both:
- It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
  - It certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

9. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subrecipient understands that DOJ encourages Subrecipients to adopt

and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

10. OJP Training Guiding Principles

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

11. Requirement to report actual or imminent breach of personally identifiable information (PII)

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

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000 (for 2018 federal award) or \$250,000 (for 2019 & 2020 federal awards)

The Subrecipient must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (\$150,000 [for 2018 federal award] currently, \$250,000 [for 2019 & 2020 federal awards]). 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> (Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000 [for 2018 federal award] and exceed \$250,000 [for 2019 & 2020 federal

award]), and are incorporated by reference here.

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

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

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

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

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the Subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

15. VOCA Requirements

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

16. Demographic Data

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

17. Performance Reports

COAOC – VOCA – Cal OES 2-104f (Revised 10/2020)

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

18. Access to Records

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

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

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

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

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

This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used.

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

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

requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

b. Monitoring

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

c. Allowable costs

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

d. Rules of construction

- 1) The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor, grant Subrecipient or Subrecipient, agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.
- 2) Nothing in this condition shall be understood to authorize or require any Subrecipient or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

21. Determination of suitability to interact with participating minors

This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ, the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award is to benefit a set of individuals under 18 years of age.

The Subrecipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

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

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 42

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The Subrecipient must comply with all applicable requirements of 28

C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

24. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The Subrecipient must comply with all applicable requirements of 28

C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to

Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients and Subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi->



bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

25. Restrictions on "Lobbying"

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

Another federal law generally prohibits federal funds awarded by OJP from being used by the Subrecipient to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, Subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

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

26. Subgrant Award Report (SAR)

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

27. Effect of Failure to Address Audit Issues

The Subrecipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the Subrecipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this Grant Subaward), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

28. Additional DOJ Awarding Agency Requirements (2018, 2019, & 2020)

The Subrecipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the Subrecipient is designated as "high- risk" for purposes of the DOJ high-risk grantee list.

29. Hiring Documents

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the fund.

All appropriate documentation must be maintained on file by the Subrecipient 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.

<b>CERTIFICATION</b>	
I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.	
Official Designee's Signature: _____	
Official Designee's Typed Name: <u>Vern R. Pierson</u>	
Official Designee's Title: <u>District Attorney</u>	
Date Executed: _____	
Federal Employer ID #: <u>94-6000511</u> Federal DUNS #: <u>087834029</u>	
Current System for Award Management (SAM) Expiration Date: <u>11/20/21</u>	
Executed in the City/County of: <u>Placerville, County of El Dorado</u>	
<b>AUTHORIZED BY:</b>	
<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: <u>John Hidahl</u>	
Title: <u>Chair, District One Supervisor</u>	



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: El Dorado County District Attorney's Office		Grant Subaward #: AT21 02 0090			
A. Personnel Costs - Line-item description and calculation	VOCA 19	19 VOCA Match	20 VOCA	20 VOCA Match	Total Amount Allocated
<b>Program Specialist - Advocate 1.0 FTE</b>					
Salary - \$3,810.42 x 12 Mo x 1.0 FTE = \$45,725	\$22,863		\$22,862		\$45,725
Benefits:					
Retirement/PERS (31.82% of charged salary amount)	\$7,275		\$7,275		\$14,550
Medicare (1.45% of charged salary amount)	\$332		\$331		\$663
Health Insurance (69.97% of charged salary amount) - only charging \$13,746	\$6,873		\$6,873		\$13,746
Workers Comp Ins - not charging					
Unemployment Insurance (0.17% of charged salary amount)	\$78				\$78
Disability Insurance (0.25% of charged salary amount)	\$114				\$114
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.					
<b>CAC Coordinator - 0.10 FTE (Gen Fund Cash Match)</b>					
Salary - \$11,537.17 x 12 Mo x 0.10 FTE = \$13,845				\$13,845	\$13,845
Benefits:					
Retirement/PERS (39.96% of charged salary amount) - only charging \$5,394				\$5,394	\$5,394
Medicare (1.45% of charged salary amount)				\$201	\$201
Health Insurance (6.15% of charged salary amount)				\$851	\$851
Workers Comp Ins, Unemployment, & Disability (not charging)					
Provides CAC and MDIC Coordination and program support.					
Benefits including: health, dental, vision, retirement, workers comp, unemployment insurance and disability. SDI and applicable taxes.					
<b>Deputy District Attorney - 0.10 FTE (Gen Fund Cash Match)</b>					
Salary - \$15,426.92 x 12 Mo x 0.10 FTE = \$18,512		\$18,512			\$18,512
Benefits:					
Retirement/PERS (29.90% of charged salary amount)		\$5,535			\$5,535
Medicare (1.45% of charged salary amount)		\$268			\$268
Health Insurance (10.77% of charged salary amount)		\$1,994			\$1,994
Workers Comp Ins, Unemployment, & Disability (not charging)					
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.					
<b>Program Coordinator - 0.10 FTE (Partial Gen Fund Cash Match)</b>					
Salary - \$6,300.50 x 12 Mo x 0.10 FTE = \$7,561	\$5,400			\$2,161	\$7,561
Benefits:					
Retirement/PERS (32.26% of charged salary amount)	\$1,250			\$1,189	\$2,439
Medicare (1.45% of charged salary amount)	\$55			\$55	\$110
Health Insurance (23.02% of charged salary amount)	\$871			\$870	\$1,741
Workers Comp Ins, Unemployment, & Disability (not charging)					
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.					
<b>Personnel Costs Fund Source Totals</b>	\$45,111	\$26,309	\$37,341	\$24,566	\$133,327
<b>PERSONNEL COSTS CATEGORY TOTAL</b>					\$133,327



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: El Dorado County District Attorney's Office			Grant Subaward #: AT21 02 0090		
B. Operating Costs - Line-item description and calculation	VOCA 19	19 VOCA Match	20 VOCA	20 VOCA Match	Total Amount Allocated
<b>1.0 FTE Psychotherapy Clinicians</b> 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 \$75/hr x 2080 hours = \$156,000	\$77,949		\$78,051		\$156,000
<b>Training/Travel-Related Expenses for Program Staff</b> 3 Members to Attend Child Maltreatment Conference or Related Event Registration: \$575 Est x 3 people = \$1,725 Hotel: \$173 per diem + \$25 taxes & fees x 4 nights x 3 people = \$2,376 Est Meals: Max \$46/day x 5 days x 3 people = \$690 Est Airfare (Roundtrip) to Conference \$300 Est x 3 people = \$900 Mileage: \$0.56/mi (Current Federal Rate)*100 miles x 3 people = \$168 Est Parking Costs: \$45 per event x 3 people = \$135 Est			\$1,725 \$2,376 \$690 \$900 \$168 \$135		\$1,725 \$2,376 \$690 \$900 \$168 \$135
<b>Forensic Psychology Certificate</b> Up to 2 Members to complete required courses to obtain a Forensic Psychology Certification. Courses will examine the intersection between human behavior and the law. Estimated Cost: \$699/ course x Est. 3 courses x 2.0 people = \$4,194			\$4,194		\$4,194
<b>Office Supplies &amp; Equipment for Clinicians/Advocate (Estimated Costs)</b> 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.			\$2,500		\$2,500
<b>Outreach, Promotion, Printing, and/or Design Expenses</b> Promotion of Child Treatment Options through the CAC	\$1,500				\$1,500
<b>Cell Phones for Clinicians/Advocate</b> \$60/month x 12 months x 3 people = \$2,160	\$1,080		\$1,080		\$2,160
<b>Facility Rental - Fausel House CAC Interview &amp; Viewing Rooms and Office Space (Partial Match)</b> 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 \$1.80 x 12mo - \$2,700 Office Space - 772 Pacific: 125sf x \$1.80 x 12mo - \$2,700 Counseling Space - 772 Pacific: 500sf x \$1.80 x 12 = \$10,800	\$2,700			\$2,700 \$2,700 \$5,024	\$2,700 \$2,700 \$10,800
<b>de Minimis indirect rate</b> Modified Total Direct Cost is \$149,534 (Total Project Cost less Rent, Travel, Training, Contract Amounts above \$25,000, and indirect.) Indirect Calculation \$149,534 x 10% = \$14,953 (Not charging due to limited funds)					
<b>Operating Costs Fund Source Totals</b>	\$83,229	\$5,776	\$91,819	\$7,724	\$188,548
<b>OPERATING COSTS CATEGORY TOTAL</b>					\$188,548



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: El Dorado County District Attorney's Office			Grant Subaward #: AT21 02 0090		
C. Equipment Costs - Line-item description and calculation	VOCA 19	19 VOCA Match	20 VOCA	20 VOCA Match	Total Amount Allocated
None					
Equipment Costs Fund Source Totals					
<b>EQUIPMENT COSTS CATEGORY TOTAL</b>					

Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet	VOCA 19	19 VOCA Match	20 VOCA	20 VOCA Match	Total Project Cost
<b>Fund Source Totals</b>	<b>\$128,340</b>	<b>\$32,085</b>	<b>\$129,160</b>	<b>\$32,290</b>	<b>\$321,875</b>



## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

### Project Narrative

#### **Plan**

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

The El Dorado County District Attorney's Office (EDCDAO) has committed to bring more awareness on the importance of mental health services in our community; therefore, in collaboration with HOPE Counseling, we will continue delivering these services to children victims and the families of sexual abuse, physical abuse, human trafficking, domestic violence, maltreatment and/or neglect. The goal of this collaboration is to provide comprehensive psychotherapy service to child victims and families and/or caregivers of children victimized by abuse and/or neglect.

EDCDAO and HOPE Counseling determine eligibility based on the grant requirements and victims/clients' needs. For purposes of the AT grant, EDCDAO reviews every case that comes into our office and conducts an assessment to see if the child and/or family meet AT Grant criteria for psychological therapy as a result of abuse and or neglect. An EDCDAO Victim/Witness Advocate is tasked with the initial assessment when assigned to a case. The Victim/Witness Advocate completes a needs assessment and creates a case management plan



## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

to meet the short-term and long term victims including the mental health services. All advocates are trained to identify the victims in need of mental health services and to determine AT Grant eligibility based on the type of crime and victim's age.

Once the eligibility assessment is complete, EDCDAO has created a referral process whereby the Victim/Witness Advocate completes the referral form based on AT Grant eligibility. This form includes information such as first name, last name, age, type of crime, contact information, language preference, therapy type preference (in-person and/or telehealth), and victim type (direct or indirect). This referral form is submitted to HOPE Counseling in order for them to contact the victims/clients, establish rapport and to complete their own detailed mental health assessment intake.

Once this information is submitted by EDCDAO and received by HOPE Counseling, a clinician is assigned based on the victims' cultural, language and therapeutic needs. HOPE Counseling clinicians conduct an intake in order to be able to identify the individual, group, and family mental health needs. The intake process captures the date when the intake was completed, the needs of the victim/client (such as LGBTQA+) and assessments (such as information from the Multidisciplinary Interview, family history, safety planning, parent/guardian cross





## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

cutting symptom measures, and a self-rated cross cutting symptom measure).

Based on this information, a psychotherapy treatment plan is created and may include, trauma-focused interventions, cognitive behavior therapy, narrative and art therapy. The treatment plan will also include the number of sessions, follow-up, new findings, new preferences and type of therapies.

If a client seeks psychotherapy treatment from HOPE Counseling that has not come as a result of the referral from the EDCDAO as described above, HOPE Counseling conducts their own assessment during intake to determine if the client meets the AT Grant requirements. If so, HOPE Counseling follows the same procedures for the client as outlined above.

Currently, we are working on increasing our outreach efforts to help disseminate the services provided through the collaboration with EDCDAO Office and HOPE Counseling and to better educate and reach victims/clients that do not come in contact with the EDCDAO and/or HOPE Counseling directly.

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

Many of the victims/clients served under the AT Grant present complex trauma. Complex trauma includes, but it is not limited to, sexual, emotional, mental and physical abuse, repeatedly witnessing domestic violence, intimate



## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

partner violence, race discrimination and/or grief. When victims/clients are referred to HOPE Counseling, the victims/clients are offered services by a trained clinician that works with the clients' cultural needs, therapeutic needs, and schedule (including virtual sessions, nights and weekends, individual and/or group and family therapy). The clinician will explain the process of therapy including, confidentiality, treatment goals, and any assessment tools needed. The first session involves information gathering in order to meet the therapeutic needs and formulate goals. For example, when relevant, the clinician is invited to observe a multidisciplinary interview to learn first-hand about the underlying trauma the child experienced and observe the victim's demeanor, all to better assess a treatment plan. The clinician will also check-in with the client at every session to assess if the therapy is meeting the objectives and goals and will continue to determine the length of session. Some of the treatment plans may last 6-9 months. The victims/clients are continually assessed for safety issues and, if needed, a safety plan will be documented. In the case of a need for crisis intervention, victims/clients are provided with emergency phone numbers as well as the contact information for their assigned clinician. The clinician attends clinical supervision on a weekly basis for input on what is working or isn't working in the therapy sessions and the clinician is given feedback by the supervisor.



## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

Clinicians will continue working with children and their families to learn about healing from trauma, increase resiliency, and improve their mental and behavioral health. Therapists will meet with referred clients weekly or bi-weekly while utilizing an organized treatment plan using techniques such as, Trauma Focused Cognitive Behavioral Therapy (TF-CBT ), Eye Movement Desensitization and Reprocessing (EMDR), and Play Therapy.

An example of how a comprehensive psychotherapy plan is effective under the AT Grant occurred recently when HOPE Counseling served a LGBTQ+ victim/client. The therapist successfully helped the victim/client to work through the issue of sexual abuse with consequences, as well as understanding and control of feelings and behaviors. Also, they developed and implemented effective coping skills to reduce overall frequency and duration of disturbing symptoms and worked to build self-esteem and a sense of empowerment.

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

All therapists working with the EDCDAO and the AT Grant have completed a formal background check including personal and professional references, employment verification, credit review, driving record, and fingerprinting through



## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

the Department of Justice. HOPE Counseling clinicians are hired and supervised by LMFT's and LPCC's clinicians to ensure competency in working with children and families experiencing trauma. The supervising clinicians have completed the mandated continuing education to be able to provide clinical supervision, as well as an excess of forty hours of continued education on trauma based approaches such as TF-CBT and EMDR. The supervisor and/or assigned therapists for EDCDAO clients attend monthly case review meetings to discuss the needs of each client and/or family, which will include offering consultation with the team on the effects of trauma clients are experiencing. All therapists have experience and expertise in accordance with the National Children Alliance (NCA) mental health standard guidelines, further ensuring all children seen through the AT Program will be receiving the highest levels of care and trauma-informed services.

Also, HOPE Counseling and EDCDAO staff attend crisis intervention and response training to be able to assist the victims/clients and to identify some of their mental health needs. HOPE Counseling offers therapy in English, Spanish, Farsi, Polish, and American Sign Language. HOPE Counseling clinician will attend the Western Regional Children's Advocacy/NCA peer consultation in June 2021 and Parent-Child Interactional Therapy training in October 2021.



## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

4) Describe how your agency will provide consultative and clinical supervision.

To make ensure the victims of El Dorado County receive trauma-informed and client-centered services, HOPE Counseling clinicians attend weekly clinical supervision sessions to conduct case reviews. This is the space where the clinicians are able to share the victims/clients treatment plans and to give and receive professional feedback from peers and most importantly from the supervising clinicians. In addition, the clinical supervision provides the space to share the victims' feedback and HOPE counseling clinicians have received messages such as appreciation for clinicians for helping victims and families, appreciation for the grant and meet their financial needs due to the lack of financial support and or insurance coverage, appreciation for the clinicians flexibility with scheduling, language capacity and for communicating and advocating for victims with the EDCDAO.

As the state is officially in the process of opening after facing the global pandemic for more than a year, HOPE Counseling has found that some of the victims/clients are expressing the need for fewer virtual sessions and more in-person sessions with the desire of getting back to some level of normalcy. While this pandemic may not end anytime soon, HOPE Counseling is aware of the



## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

pandemics impact on the population that is being served and as a result, is working on being able to provide in-person sessions within the next several weeks.

Another part of clinical supervision is to discuss any special needs of the clients and/or family and any referrals needed, assess safety that includes suicidal ideation, medical issues, self-harming behaviors. HOPE Counseling also determines if seeing other members of the family or being included in the unit of treatment is appropriate. One of the examples of clinician supervision is when HOPE Counseling clinicians discussed a case where a mother had not told one of her children that a sibling had been sexually abused. The child, the victim, and the mother were all being seen by different therapists. The clinicians worked collaboratively with their prospective clients to determine the best way to support the mother, how much of the information should be discussed, and to whom the information should be shared. Another good example of how clinical supervision works and why it's important involves a case where a clinician was treating a 12-year-old autistic child whose behavior was escalating. The clinician shared this case with the peers and supervisor and they concluded that adding sessions with the grandmother (the caregiver) would provide her with the support necessary to meet her parenting needs. In addition, a referral plan was created and this family was connected to in-home support services to focus on specific triggers and



## Grant Subaward Programmatic Narrative

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

behaviors. As a result, they are now receiving services from one of the local in-home support providers and the client is showing signs of improvement.

The EDCDAO Program Coordinator, Child Advocacy Center Coordinator, Lead Deputy District Attorney for the Special Victims Unit and HOPE Counseling clinicians meet on a monthly basis to review the AT Grant objectives, victims/clients' needs and goals, and to provide and receive consultative supervision about programmatic matters and delivery of services. Furthermore, whenever a HOPE Counseling clinician has a question about a potential issue, she emails the Deputy District Attorney assigned to the AT Grant so they can discuss any mandated reporting requirements or other legal or procedural issues that may arise.

### 5) Describe how volunteers will be used for the AT Program

EDCDAO uses volunteers and interns to assist in administrative tasks within the EDCDAO. Volunteers at EDCDAO are required to pass a background process to adhere to confidentiality standards, as are volunteers that are used with our partnership agencies, such as HOPE Counseling.

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

**Subrecipient** El Dorado County District Attorney's Office **Duns#** 087834029 **FIPS#** \_\_\_\_\_  
**Disaster/Program Title:** Child Abuse Treatment (AT) Program  
**Performance Period:** 01/01/22 to 12/31/22 **Subaward Amount Requested:** \$ 257,500  
**Type of Non-Federal Entity (Check Box):**  State Gov.  Local Gov.  JPA  Non-Profit  Tribe

Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

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

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

<b>Assessment Factors</b>	<b>Response</b>
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 2,700,000
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, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

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

**Signature: (Authorized Agent)** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name and Title:** Vern R. Pierson, District Attorney **Phone Number:** 530-621-6474

*Cal OES Staff Only: SUBAWARD #* \_\_\_\_\_





## Grant Subaward Service Area Information

Grant Subaward #: AT21 02 0090

Subrecipient: El Dorado County District Attorney's Office

1. County or Counties Served:  
El Dorado County

County where principal office is located: El Dorado County

2. U.S. Congressional District(s) Served:  
4th District  
Represented by Congressman Tom McClintock

U.S. Congressional District where principal office is located: 4th 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 Frank Bigelow  
6th State Assembly District represented by Kevin Kiley

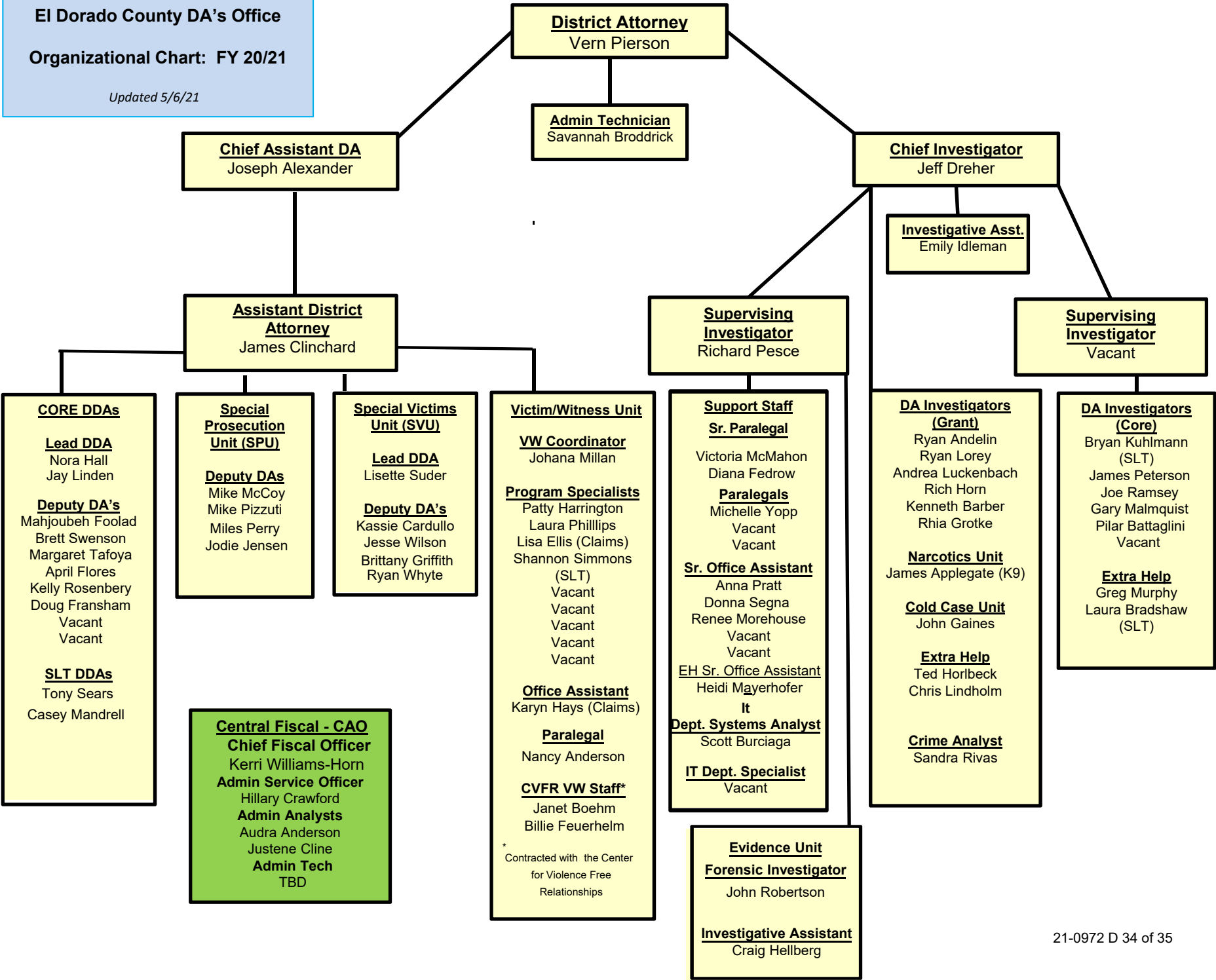
State Assembly District where principal office is located: 5th and 6th State Assembly Districts

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: 192,843 (2019)

**El Dorado County DA's Office**  
**Organizational Chart: FY 20/21**  
*Updated 5/6/21*





## Operational Agreement Summary

Grant Subaward #: AT21 02 0090

Subrecipient: County of El Dorado District Attorney's Office

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. H.O.P.E Healthy Outcomes for Personal Enrichment Counseling Center	12/08/2020	01/01/21 to 12/31/21
2. *note: a renewal OA will be drafted and executed for the grant period 01/01/22-12/31/22		to
3.		to
4.		to
5.		to
6.		to
7.		to
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9.		to
10.		to
11.		to
12.		to
13.		to
14.		to
15.		to
16.		to
17.		to
18.		to
19.		to
20.		to