



Fresno County Probation Department

Kirk Haynes, Chief Probation Officer



September 30, 2022

California Governor's Office of Emergency Services
Victim Services Branch
3650 Schriever Avenue
Mather, CA 95655

Attn: Unserved/Underserved Victim and Advocacy Outreach (UV) Program

RE: Fresno County Application

Greetings,

Attached please find the electronic copy of Fresno County Probation Department's Unserved/Underserved Victim and Advocacy Outreach (UV) Program application for the grant subaward performance period beginning January 1, 2023 and ending December 31, 2023.

Due to the meeting schedule and processing requirements for agenda items to reach the Fresno County Board of Supervisors, it was not possible to secure formal authorization prior to the submittal of this application.

We expect the application to be submitted to the Board of Supervisors as soon as possible. Upon the Board's approval, the signed Grant Subaward Face Sheet, Certification of Assurance of Compliance, VOCA Federal Fund Grant Subaward Assurances, and Subrecipient Grants Management Assessment will be forwarded to your office.

Please let me know if anything further is required.

Respectfully,

A handwritten signature in blue ink, appearing to read "Kirk Haynes".

Kirk Haynes
Chief Probation Officer

OFFICE OF THE CHIEF PROBATION OFFICER

3333 E. American Ave. / Building 701 / Suite B / Fresno, California 93725

Phone (559) 600-1294 / FAX (559) 455-2488

The County of Fresno is an Equal Employment Opportunity Employer

(Cal OES Use Only)

Cal OES #	019-00000-17	FIPS #	019-00000	VS#		Subaward #	
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

UV22 01 0100 **BB**

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

1. Subrecipient: Fresno County **1a. UEI#:** XYLKAH3AB4W5

2. Implementing Agency: ^{ew} Fresno County- Probation Department **2a. UEI#:** XYLKAH3AB4W5

3. Implementing Agency Address: 3333 E. American Avenue, Suite B Fresno 93725-9248
(Street) (City) (Zip+4)

4. Location of Project: Fresno Fresno 93721-2613
(City) (County) (Zip+4)

5. Disaster/Program Title: UV - Unserved/Underserved Victim Advocacy and Outreach Program **6. Performance/Budget Period:** 01/01/2023 to 12/31/2023
(Start Date) (End Date)

7. Indirect Cost Rate: N/A **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		\$98,453					\$98,453
9.	2021	VOCA		\$98,453					\$98,453
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost		\$196,906	\$196,906				\$196,906

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: Sal Quintero Title: Chairman, Fresno County Board of Supervisors

Payment Mailing Address: ^{ew} 3333 E. American Ave., Ste. B City: Fresno Zip Code+4: 93725-9248

Signature:  Date: 3-28-23

16. Federal Employer ID Number [REDACTED]

(FOR Cal OES USE ONLY)

I hereby certify on my personal knowledge that budgeted funds are available for the period and **Disigned by** of this expenditure stated above.

<u>Mary Rucker</u> 4/13/2023	<u>Heather Carlson</u> 4/13/2023
(Cal OES Fiscal Officer) (Date)	(Cal OES Director or Designee) (Date)

ENY: 2022-23 Chapter: 43 SL: 18400
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 2020-V2-GX-0031 10/01/19-09/30/24
 Fund: Federal Trust AL#: 16.575
 Program: Unserved/Underserved Victim Advocacy and Outreach Program
 Match Req.: 20%, C/IK based on TPC- Match Waived
 Project ID: OES20VOCA000012
 SC: 2022-18400 Amount: \$ 98,453

DS
JH

DS
DS

ENY: 2022-23 Chapter: 43 SL: 18401
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 15POVC-21-GG-00613-ASSI 10/01/20-09/30/25
 Fund: Federal Trust AL#: 16.575
 Program: Unserved/Underserved Victim Advocacy and Outreach Program
 Match Req.: 20%, C/IK based on TPC- Match Waived
 Project ID: OES21VOCA000012
 SC: 2022-18401 Amount: \$ 98,453

ATTEST:
 BERNICE E. SEIDEL
 Clerk of the Board of Supervisors
 County of Fresno, State of California
 By  Deputy



Grant Subaward Contact Information

Grant Subaward #: _____

Subrecipient: _____

1. **Grant Subaward Director:**

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/ Zip Code (9-digit): _____

2. **Financial Officer:**

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/ Zip Code (9-digit): _____

3. **Programmatic Point of Contact:**

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/ Zip Code (9-digit): _____

4. **Financial Point of Contact:**

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/ Zip Code (9-digit): _____

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: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/ Zip Code (9-digit): _____

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

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/ Zip Code (9-digit): _____

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

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/ Zip Code (9-digit): _____



Grant Subaward Signature Authorization

Grant Subaward #: _____

Subrecipient: Fresno County

Implementing Agency: Probation Department

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

Grant Subaward Director:

Printed Name: Vicki Noel

Signature: *Vicki Noel*

Date: 9/23/2022

Financial Officer:

Printed Name: Yussel Zalapa

Signature: *Yussel Zalapa*

Date: 9/26/2022

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

Signature: *Karen Roach*

Printed Name: Karen Roach

Signature: _____

Printed Name: _____

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

Signature: *Norabelle Elegado*

Printed Name: Norabelle Elegado

Signature: *Keen Moua*

Printed Name: Keen Moua

Signature: *Dylan Miranda*

Printed Name: Dylan Miranda

Signature: _____

Printed Name: _____

Signature: _____

Signature: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that the Subrecipient will comply with the requirements and restrictions outlined in the Subrecipient Handbook, including but not limited to:

- Proof of Authority,
- State and federal civil rights laws,
- Equal Employment Opportunity,
- Drug-Free Workplace,
- California Environmental Quality Act, and
- Lobbying.

The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form. For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name



Grant Subaward Certification of Assurance of Compliance

Subrecipient: _____

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1			
2			
3			
4			
5			
6			

I, _____ (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	
<p>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.</p>	
<p>Official Designee's Signature: _____</p>	<p>ATTEST: BERNICE E. SEIDEL Clerk of the Board of Supervisors County of Fresno, State of California</p>
<p>Official Designee's Typed Name: <u>Sal Quintero</u></p>	<p>By: <u>Haramba</u> Deputy</p>
<p>Official Designee's Title: <u>Chairman, Fresno county Board of Supervisors</u></p>	
<p>Date Executed: <u>3-28-23</u></p>	
AUTHORIZED BY:	
<p>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.</p>	
<p><input type="checkbox"/> City Financial Officer</p>	<p><input checked="" type="checkbox"/> County Financial Officer</p>
<p><input type="checkbox"/> City Manager</p>	<p><input type="checkbox"/> County Manager</p>
<p><input type="checkbox"/> Governing Board Chair</p>	
<p>Signature: <u>Oscar Garcia</u></p>	
<p>Typed Name: <u>Oscar J. Garcia, CPA</u></p>	
<p>Title: <u>Auditor-Controller/Treasurer-Tax Collector</u></p>	
<p>Date Executed: _____</p>	



Federal Fund Grant Subaward Assurances

Information and Instructions

This document is a binding affirmation that, in addition to the requirements and restrictions outlined in the Subrecipient Handbook, Subrecipients will comply with the assurances required by the federal program/fund source.

The Official Designee (see SRH Section 3.030) must sign this form.

Complete all sections of this form as follows:

- As part of the Grant Subaward Application – include the Grant Subaward number(s) for the applicable Cal OES Program(s) that share this fund source,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new federal fund source is being added to the Grant Subaward – include the current Grant Subaward number(s) for open Grant Subaward(s), and/or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the assurances are received by Cal OES after the execution of the applicable Grant Subaward. Please note that Cal OES will notify Subrecipients when this is required.

Cal OES Program Table Instructions:

- Subrecipients may list up to six Cal OES Programs/Grant Subaward numbers with the same fund source in the table.
- If a Subrecipient has more than six Cal OES Programs, an additional Federal Fund Grant Subaward Assurances Form must be submitted.
- If the Cal OES Program has multiple federal fund sources a Federal Fund Grant Subaward Assurances will need to be submitted for each federal fund source.



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

Subrecipient: _____

	Cal OES Program Name	Grant Subaward #	Grant Subaward Performance Period
1.			
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 must 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 type="checkbox"/> | <input checked="" type="checkbox"/> | Has the Subrecipient received \$25,000,000 or more in federal funds in the preceding fiscal year? |
| <input type="checkbox"/> | <input 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: _____	ATTEST: BERNICE E. SEIDEL Clerk of the Board of Supervisors County of Fresno, State of California
Official Designee's Typed Name: <u>Sal Quintero</u>	By <u>Hanama</u> Depu
Official Designee's Title: <u>Chairman, Fresno County Board of Supervisors</u>	
Date Executed: <u>3-28-23</u>	



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Fresno County			
A. Personnel Costs - Line-item description and calculation	20 VOCA	21 VOCA	Total Amount Allocated
			\$0
			\$0
Victim Witness Advocate - 1 FTE			\$0
\$4,366 x 12 mon x 1 FTE = \$52,392	\$26,196	\$26,196	\$52,392
Benefits: 95.94% x \$52,392 = \$50,265	\$25,133	\$25,133	\$50,266
Benefits include Unemployment Ins, Retirement, OASDI- Workers Comp, Health Insurance and Benefit Admin-			\$0
			\$0
			\$0
Victim Witness Advocate - 1 FTE			\$0
\$4,366 x 12 mon x 1 FTE = \$52,392 (Claiming less @ \$33,770)	\$18,395	\$15,375	\$33,770
Benefits: 95.94% x \$52,392 = \$50,265 (Claiming less @ \$22,645)	\$12,831	\$9,814	\$22,645
Benefits include Unemployment Ins, Retirement, OASDI- Workers Comp, Health Insurance and Benefit Admin-			\$0
			\$0
			\$0
Project Coordinator (Assistant Deputy Chief Probation Officer) 1.0 FTE @ 9%			\$0
\$8,079/month x 12 months = \$96,948 x 9% = \$8,725	\$4,363	\$4,363	\$8,726
Benefits: 84.28% of \$96,948 x 9% = \$7,354	\$3,677	\$3,677	\$7,354
Benefits includes: Unemployment Ins, Retirement, OASDI, Workers Compensation, Health Insurance, Mgmt Insurance, Benefit Administration			\$0
			\$0
			\$0
Program Technician - 1 FTE @ 9%			\$0
\$4,539 month x 12 months = \$54,468 x 9% = \$4,902	\$2,451	\$2,451	\$4,902
Benefits: 94.94% of \$54,468 x 9% = \$4,654	\$2,327	\$2,327	\$4,654
Benefits includes: Unemployment Ins, Retirement, OASDI, Workers Compensation, Health Insurance, Mgmt Insurance, Benefit Administration			\$0
			\$0
			\$0
Office Assistant - 1 FTE @ 9%			\$0
\$3082/month x 12 months = \$36,984 x 9% = \$3,329	\$1,665	\$1,664	\$3,329
Benefits: 84.98% of \$36,984 X 9% = \$2,829	\$1,415	\$1,414	\$2,829
Benefits includes: Unemployment Ins, Retirement, OASDI, Workers Compensation, Health Insurance, Mgmt Insurance, Benefit Administration			\$0
			\$0
			\$0
			\$0
Personnel Costs Fund Source Totals	\$98,453	\$92,414	\$190,867
PERSONNEL COSTS CATEGORY TOTAL			\$190,867



Unserved/Underserved Population Certification Form

Attachment A

Instructions: Identify one Unserved/Underserved Population that your proposal will focus on. You must submit this completed form with your proposal in order to be eligible to be read and rated for the Unserved/Underserved Victim Advocacy and Outreach (UV) Program Request For Proposal.

1. Agency Name: _____

2. Unserved/Underserved Population _____



Grant Subaward Budget Narrative

Grant Subaward #: _____

Subrecipient: Fresno County

The total amount of funds requested in this grant proposal from the California Governor's Office of Emergency Services (Cal OES) is \$196,906. In order to support our objectives, the Probation Department proposes two (2) FTE Victim-Witness Advocates, one (0.09) FTE Assistant Deputy Chief Probation Officer (ADC), one (0.09) FTE Program Technician (PT), and one (0.09) FTE Office Assistant (OA). Salaries are projected at actual range and step. The operating costs includes: office expenses, and vehicle charges. The salary of the Fiscal Officer is not paid with funds associated with this grant; however, the individual provides direct services regarding all financial matters related to the grant.

The Victim-Witness Advocate position provides all mandated and optional services to the elderly victims to assist them in coping with the impact of trauma resulting from criminal acts. Other services include but are not limited to; outreach into the community to identify more elderly crime victims for increased referrals, increasing victims' awareness of their rights and how to contact Victim-Witness Advocates for assistance, and enhancing direct services to rural cities/towns within Fresno County.

The Project Coordinator is an Assistant Deputy Chief Probation Officer and is responsible for the day-to-day operations of the project. Grant related duties of the Project Coordinator includes: recruitment, hiring, training, supervision and



Grant Subaward Budget Narrative

Grant Subaward #: _____

Subrecipient: Fresno County

evaluation of paid staff; long and short term program planning; facilitation of inter-agency communication; grant writing; budgeting; maintaining ongoing interface with Cal OES; ensuring compliance with regulations and funding requirements; program evaluation including the preparation of quarterly progress reports.

The Program Technician and Office Assistant performs various support task such as clerical and paraprofessional/technical work. The Office Assistant works primarily at the reception window, greets clients and answers phone calls. The Program Technician performs various task that includes reviewal of program policies, rules, regulations, maintaining record keeping systems, data entry, statistical input, and assist with the preparation of mandated quarterly and annual reports as required by Cal OES.

The program does not use sub-contractors or have any unusual expenditures. No mid-year salary range is required, as it has been calculated over a twelve-month period and is reflected in the personnel service section of this report. The operating expenses provide for supplies, office equipment, communication efforts, transportation, public awareness, education and other materials required for the implementation of a successful program.



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

Project Narrative

Problem Statement

1) Fresno County's demographics have led to identification of our elderly as the focus of this Unserved/Underserved Victim Advocacy and Outreach proposal. The Demographic Unit of California's Department of Finance cites Fresno County as the fifth most populated of the state's 58 counties, and estimates a total of 1,011,273 in January 2022, of which nearly 151,329 are over the age of 65. To maximize official reporting of abuse, Victim Advocates have provided outreach to law enforcement agencies.

The Detective in the Fresno County Sheriff's Office - Elder Unit reports a total of 345 cases that have been assigned between January 2020 to July 2022. There are currently 180-200 open cases under investigation.

The Fresno County District Attorney assigned to Elder Abuse currently has 50-60 cases proceeding through the judicial process. Due to the nature of the crime, other units within the District Attorney's Office also prosecute cases involving elder victims.

Fresno County Department of Social Services (DSS), Adult Protective Services (APS) received 6,696 referrals for elder clients, 60 years and older,



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

between January 2020 through August 2022, supporting the need for enhanced services for this vulnerable population. In January 2022, the elderly eligibility age decreased from 65 to 60.

Between January 2020 through August 2022, the Crime Victim Assistance Center (CVAC) provided direct services to 764 elder crime victims, age 60 yrs+.

2) Over the past 20 years, CVAC has served elderly crime victims through various grants. Victim Advocates have been well trained in recognizing and meeting the special needs of elderly crime victims, a population vulnerable to physical, emotional and financial abuse.

3) Fresno County serves as home to multiple ethnically diverse cultural groups. The American Community Survey reports that over 43% of Fresno County residents speak a language other than English at home. Family dynamics and fear of retribution may be involved in the decision to report abuse, so victims need support to obtain justice. This includes a significant community of Hmong refugees, an ethnic and linguistic group native to Southeast Asia. Fresno County has the second-largest Hmong community in the United States with over 35,000 Hmong residents. Most elders among them do not read or



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

write and are not connected to the larger community or the services it provides. Aside from attending family functions, going to medical appointments, or nearby gatherings, many elders prefer to stay at home.

4) Any victim of crime may feel embarrassed, afraid, or not deserving of assistance, but perpetrators of crimes against elders are often family members the victim has entrusted. The elderly may suffer from dementia, physical disabilities or mental health issues, any of which compound the effect of crime and lead to confusion about the legal system. This population is extremely vulnerable and deserving of support and assistance.

5) The vastness of our cultural diversity compounds the challenges of identifying, contacting, and serving these vulnerable victims. We recognize that gaps exist in our outreach efforts to unserved/underserved populations, such as elders in cultural groups that are difficult to reach without established connections. We also recognize that when the current UV grant funding ends, gaps will develop as services now being offered will be curtailed.

Plan



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County

1) The overarching goal of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program is to reach elderly victims of crime and to assist them in coping with impacts and trauma that result from criminal acts. Under the components currently provided through the UV program, Victim Advocates are specifically assigned to work toward the following objectives: 1) Improved identification of elderly victims; 2) Increased community awareness of victims' rights and available services; 3) Increased law enforcement attention on UV issues; and 4) Improved services available to elderly victims of violent crime through a collaborative inter-agency approach. The main office for victim assistance is the James Rowland Crime Victim Assistance Center (CVAC), located on 2220 Tulare St, Suite 1111, Fresno, CA 93721. We also have two satellite offices.

The Department of Social Services (DSS) is located on 250 W. Pontiac Way, Clovis, CA 93612. The DSS enhances response and services to elderly victims of crime through an innovative approach. The DSS is a unique, one-of-a-kind operation. One wing of the DSS houses the County Sheriff's Elder Abuse Unit as well as our satellite office, Adult Protective Services (APS), In Home Supportive Services (IHSS), and two Public Health nurses.



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

The Juvenile Justice Campus (JJC), at 3333 East American Avenue, in Fresno, houses a Victim Advocate who works with all victims of juvenile offenders. Elderly-adults who have been victimized by juvenile offenders may initially come to this office for assistance. Their immediate needs are assessed, referrals made, and the case is transferred to the elder advocate housed at DSS.

2) Essential services currently provided in Fresno County include both the mandated and optional services identified in 13835.5 of the Penal Code. Contact with the victim is made within 24 hours of referral (excluding holidays and weekends). A Victim Advocate and/or trained volunteer will provide the initial crisis intervention contact, either in person or by telephone, to assess the victim's immediate needs.

3) Non-emergency referrals are made according to the initial assessment and a Victim Advocate will contact each victim to follow-up, which includes by letter. A vehicle is assigned to the project and utilized to augment direct services in the field and to address transportation issues for victims. Contact with victims is made in their homes, at community agencies, shelters, and other locations to provide immediate service. Field contacts



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

are with other agency personnel when the presence of a Victim Advocate is requested by that agency, i.e., law enforcement, District Attorney, Adult Protective Services, etc., or when requested by the victim.

The victim will be referred to the specialized Elder Adult Victim Advocate and will receive appropriate counseling referrals to collaborating agencies. In the event of emotional trauma, staff will arrange for more intensive intervention to meet the immediate needs of the victim. This may include contacting law enforcement if the safety or well-being of the victim is of concern which may result in placing a WIC 15703 hold.

4) Our plan is to maintain contact and continue to nurture existing relationships between agencies within the DSS, as well as outside the center. We will continue to make presentations to community organizations, agencies, and cultural groups to inform them of services, our referral system, Victim's Compensation, and Crime Victims Constitutional Rights. We also plan to provide information tables at community events to educate the public about UV services and crime victims' rights.

5) Outreach is an essential component of the service plan, as



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

improving community awareness of services leads to an increase in referrals. A coordinated system of agency referrals has been developed and will continue to grow. The Fresno County Sheriff's Office Elder Abuse Unit, Adult Protective Services, and In Home Supportive Services (IHSS) all have satellite offices at DSS; thus, regular contact will be made with these agencies regarding protocols and referrals.

Successful outreach to elders in cultural groups will require working through individuals, organizations, churches or community centers familiar to, and trusted by, the group. Victim Advocates will attempt to engage local communities and organizations serving cultural populations to offer outreach activities and encourage participation in various community collaborative meetings.

6) CVAC has partnered with the Fresno County Superior Court.

Weekly, a courtroom is designated to hear petitions for restraining orders for this population in a more calm, less crowded and timely setting. Central California Legal Services (CCLS) occasionally attends court to support the seniors they have assisted with the restraining order paperwork. However, CCLS does not prepare any paperwork in court. A Victim Advocate or appropriate volunteer is present to support elderly victims through the



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

court process on this specialized calendar. The Victim Advocate or volunteer provides crisis intervention and referrals as appropriate after the hearing.

Orientation to the Criminal Justice System will be provided to the victim which may include an explanation of Marsy's Rights, court hearings, court support, Victim Impact Statements, restitution, and restraining orders. The Victim Advocate can also act as a liaison for the victim when dealing with law enforcement, District Attorney, Probation Officer and other agencies. If needed, the case may be staffed during a multi-disciplinary team meeting to address any additional needs or concerns regarding the victim. When appropriate, court support will be provided through an ongoing information exchange regarding case status and disposition; further, Victim Advocates will assist with court escort, court testimony, and delivery of Victim Impact Statements.

7) Applications for emergency and non-emergency financial assistance through the California Victim Compensation Board (Cal VCB) will be completed by the Victim Advocate. The advocates will advise the victim of the availability of the benefits, assist with the application forms, obtain the necessary documentation to support the claim, and monitoring the claim



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

status. Follow-up tracking of application status will be provided upon request of the victim.

8) Our Victim Advocates will continue to attend training to enhance their advocacy skills regarding many types of crime, as elderly are impacted by all crimes as well as criminal abuse. Ongoing cultural competency training is provided on issues specifically affecting victims of elder abuse. Multidisciplinary team building is accomplished through regular attendance and participation in inter-agency meetings including, but not limited to: the Elder Abuse Roundtable, Multidisciplinary Team Meetings at DSS, and the rural Reedley Victim Collaborative Meeting. Ongoing participation in these meetings and others throughout the community will ensure that victims' rights remain in the forefront and that collaborative working relationships with local law enforcement agencies as well as other community-based organizations are maintained and strengthened. Trainings and presentations will continue to be provided on-site at area law enforcement agencies. We request that cases be referred by age, as well as the specific Penal Code.

9) Due to the coronavirus pandemic, use of volunteers is currently not being utilized by the Fresno County Probation Department. We have



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

requested a waiver for the use of volunteers to assist the victim population. It is included with this proposal. When able, volunteer services will be available to assist the victim population. Many of the volunteers will come from Fresno State University and will likely have a bachelor's degree which includes a Victimology Option, B.S. In addition, volunteers may come from other institutions of higher learning. The Probation Department employs the following methods to recruit volunteers: networking with colleges, participation at job fairs, providing community presentations, and partnering with service agencies. For the safety of our clients and staff, volunteers are required to complete an application similar to an employment application and agree to submit to and pass a background check.

Capabilities

1) Two full-time Victim-Witness Advocates will be assigned to manage and implement the project to meet the program goals and objectives in relation to providing services to elder victims. The Victim-Witness Advocate position will provide case management services as well as the thirteen mandatory and all ten optional services outlined in Penal Code Section 13835 to the identified population of this grant. In addition, the advocates will provide training to law enforcement agencies within Fresno County



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

regarding the available services provided by this grant and how to access the services. These services, which are also provided to victim family members and witnesses of crimes, include: advising participants of program services and outreach activities; referring program participants to professional care providers; explaining the process of the criminal justice system; accompanying victims, family members, and witnesses to court and related hearings; and assisting participants with claim applications.

2) CVAC has been part of the community since 1975 and has established and maintained successful working relationships with all entities that play a role in the support of elder victims and their families. Among them are Adult Protective Services (APS), In Home Supportive Services (IHSS), District Attorney's office, law enforcement, and numerous local resources specifically for the elder population. CVAC can receive referrals from these agencies to provide services to the referred victims. Among the state government agencies with which continuous collaboration exists is the California Victim Compensation Board and the California Department of Corrections and Rehabilitation. Over the long history of CVAC, a plethora of local organizations exist with which CVAC collaborates.

3) The minimum requirements for a Victim-Witness Advocate are:



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

Option 1 - Possession of a bachelor's degree which is acceptable within the United States' accredited college or university system in Psychology, Sociology, Social Work, Criminology, or a closely related field. Option 2 - Completion of 60 semester units of coursework which is acceptable within the United States' accredited college or university system. At least 15 of the required semester units must be in Psychology, Sociology, Social Work, Criminology, or a closely related field and two years of full-time, paid work experience providing victim services.

Two Victim-Witness Advocate positions will be 100% funded by the budget of this grant for forty hours per week and dedicated 100% of her time to this program. One of the proposed Victim- Witness Advocates that will be assigned to this project has been providing direct services to victims of crime since 1987, with 15 ½ years of experience specifically with the elder population. The second advocate that will be assigned has not yet been identified, but at a minimum, will meet the minimum requirements of the Victim-Witness Advocate position, as well as attend Entry Level Advocate training provided by the California Crime Victim Advocate Association, as well as attend specific training on elder related topics.

4) The Crime Victim Assistance Center has been managing grants



Grant Subaward Programmatic Narrative

Grant Subaward #: _____

Subrecipient: Fresno County _____

since 1975. The Crime Victim Assistance Center Assistant Deputy Chief (ADC) has served in a managerial capacity for more than 16 years, currently supervises subordinate staff, maintains professional relationships with various agencies which are critical to CVAC, and has experience in the areas of grant oversight, creation and implementation of various programs, and management of office budget. Minimum qualifications for an ADC include a bachelor's degree, that is acceptable within the United States' accredited college or university system and five years of experience as a sworn peace officer in the Probation Department.

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

Subrecipient: Fresno County	UEI # XYLKAH3AB4W5	FIPS #:
Grant Disaster/Program Title: Unserved/Underserved Victim Advocacy and Outreach (UV) Program		
Performance Period: 01/01/23	to 12/31/23	Subaward Amount Requested: \$ 196,906
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	

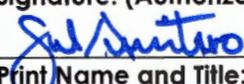
Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, 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?	3-10 gran
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 2,433,838
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?	No
9. Do you have a written plan to charge costs to grants?	No
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?	3-5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

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: 3-28-23
Print Name and Title: Sal Quintero, Chairman, Fresno County Board of Supervisors	Phone Number: 559-600-3000

Cal OES Staff Only: SUBAWARD #

ATTEST:
BERNICE E. SEIDEL
Clerk of the Board of Supervisors
County of Fresno, State of California

Subrecipient Grants Management Assessment (Rev.3/17/22)

Bv  Deputy



Grant Subaward Service Area Information

Grant Subaward #: _____

Subrecipient: _____

1. County or Counties Served:

County where principal office is located: _____

2. U.S. Congressional District(s) Served:

U.S. Congressional District where principal office is located: _____

3. State Assembly District(s) Served:

State Assembly District where principal office is located: _____

4. State Senate District(s) Served:

State Senate District where principal office is located: _____

5. Population of Service Area: _____



Volunteer Waiver Request

Grant Subaward #: _____

Subrecipient: _____

Justification:

Cal OES Approval

Approved Denied

Program Specialist Signature

Date

Approved Denied

Unit Chief Signature

Date

Fresno County Probation Department

Kirk Haynes
Chief Probation Officer

Personnel Development & Research
Deputy Chief Probation Officer
Vicki Noel

Juvenile Services Division
Deputy Chief Probation Officer
Rosalinda Acosta

Adult Services Division
Deputy Chief Probation Officer
Joy Thompson

Department Policy Development
Deputy Chief Probation Officer
Cliff Downing

Adult Realignment
Deputy Chief Probation Officer
David Ruiz

Juvenile Justice Campus Institutions
Deputy Chief Probation Officer
Lori Willits

Administration Division
Deputy Chief Probation Officer
Yussel Zalapa

Crime Victim Assistance Center (CVAC)
Assistant Deputy Chief Probation Officer
Karen Roach

Financial Services
Probation Business Manager
Norabelle Elegado

Automation Services
Probation IT Manager
David Touma

Victim Witness Grant

Vacant, Sr. Victim Advocate
Leta Palmer, Victim Advocate
Jacqueline Villasenor, Victim Advocate
Sarah Barton, Victim Advocate
Brandie Razo, Victim Advocate
Sexual Assault/Child Abuse
Melinda Taylor, Sr. Victim Advocate
Cassandra Gough, Victim Advocate
Brenda De La Cruz, Victim Advocate
Assault & All Others
Cybil Luna, Mass Victimization Sr. Advocate
Cynthia Reinaga, Victim Advocate
Sharon Medina, Victim Advocate
Taryn Ward, Victim Advocate

Juvenile

Perla Gurrola, Victim Advocate
Underserved Victims (Elder Abuse)
Debra Gorham, Victim Advocate
Vacant, Victim Advocate
VOISE Grant/DV
Jeanette Miller, Victim Advocate
SAKI Grant
Brenda Muniz, Victim Advocate

XC (Gap) Grant

Vanessa Flores, Advocate
Anneli Rios, Victim Advocate
Tami Tabacchi, DPO IV
Haley Collins, Victim Advocate

Human Trafficking Advocacy Grant
Viktoria Grigoryan, Sr. Victim Advocate

Support

Liana Diaz, Program Technician II
*Justin Coulter, Office Assistant

Extra Help (EH)

Jessica Munoz, Student Worker
Vacant, Student Worker
Vacant, Student Worker
Shirley Parvanian, Volunteer

Alejandro Huerta, Accountant II
Kee Moua, Sr. Accountant
Dylan Miranda, Accountant I
Mayra Perez, Account Clerk III
Petra Kelly, Account Clerk III
Ashley (Dobbins) Teasley, Account Clerk III
Leticia Moreno, Office Assistant II

Michael Tanaka, IT Analyst IV
Shawn Mims, IT Analyst IV
Russell Pehrson,
Business System Analyst III
James Herrin, IT Analyst IV



Operational Agreement Summary

Grant Subaward #: _____

Subrecipient: Fresno County

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. <u>Between Beloved Survivors Trauma Recovery Center</u>	<u>09/19/2022</u>	<u>10/01/22</u> to <u>09/30/25</u>
2. <u>Central La Familia Advocacy Services, Inc.</u>	<u>02/23/2022</u>	<u>04/04/22</u> to <u>03/31/24</u>
3. <u>Central Valley Regional Center</u>	<u>02/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
4. <u>County of Fresno Council on Child Abuse Prevention</u>	<u>02/18/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
5. <u>County of Fresno District Attorney</u>	<u>02/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
6. <u>Family Healing Center</u>	<u>02/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
7. <u>Fresno/Madera Ombudsman Program</u>	<u>02/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
8. <u>Marjaree Mason Center</u>	<u>05/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
9. <u>Rape Counseling Services of Fresno</u>	<u>05/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
10. <u>Clovis Police Department</u>	<u>03/02/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
11. <u>Fowler Police Department</u>	<u>03/02/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
12. <u>Fresno City Police Department</u>	<u>02/18/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
13. <u>Fresno County Sheriff's Office</u>	<u>02/18/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
14. <u>Huron Police Department</u>	<u>02/28/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
15. <u>Kingsburg police Department</u>	<u>02/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
16. <u>Mendota Police Department</u>	<u>02/23/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
17. <u>Orange Cove Police Department</u>	<u>02/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
18. <u>Parlier Police Department</u>	<u>02/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
19. <u>Reedley Police Department</u>	<u>02/09/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>
20. <u>Sanger Police Department</u>	<u>02/23/2022</u>	<u>04/01/22</u> to <u>03/31/24</u>



Operational Agreement Summary

Grant Subaward #: _____

Subrecipient: Fresno County

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. Selma Police Department	03/28/2022	04/01/22 to 03/31/24
2. _____		to _____
3. _____		to _____
4. _____		to _____
5. _____		to _____
6. _____		to _____
7. _____		to _____
8. _____		to _____
9. _____		to _____
10. _____		to _____
11. _____		to _____
12. _____		to _____
13. _____		to _____
14. _____		to _____
15. _____		to _____
16. _____		to _____
17. _____		to _____
18. _____		to _____
19. _____		to _____
20. _____		to _____

FOR ACCOUNTING USE ONLY:

Fund: 0001

Subclass: 10000

ORG: 3432

Account: 4380