

Cal OES #	FIPS #	VS#	Subaward #
-----------	--------	-----	------------

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

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

- 1. Subrecipient: Fresno County 1a. DUNS#: 932953037
- 2. Implementing Agency: Fresno County - Probation Department 2a. DUNS#: 932953037
- 3. Implementing Agency Address: 3333 East American Avenue, Suite B Fresno 93725-9247
(Street) (City) (Zip+4)
- 4. Location of Project: Fresno Fresno 93721-2613
(City) (County) (Zip+4)
- 5. Disaster/Program Title: HA - Human Trafficking Advocacy Program 6. Performance Period: 01/01/2022 to 12/31/2022
(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		\$99,719					\$99,719
9.	2021	VCGF	\$54,781						\$54,781
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project Cost		\$54,781	\$99,719	\$154,500				\$154,500

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: Steve Brandau Title: Chairman, Fresno County Board of Supervisors
 Payment Mailing Address: 3333 East American Avenue, Suite B City: Fresno Zip Code+4: 93725-9247
 Signature: [Signature] Date: November 16, 2021

16. Federal Employer ID Number: [Redacted]

(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)

ATTEST:
 BERNICE E. SEIDEL
 Clerk of the Board of Supervisors
 County of Fresno, State of California
 By [Signature]
 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 #: HA21 04 0100

Subrecipient: Fresno County

Implementing Agency: Probation Department

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

Grant Subaward Director:

Financial Officer:

Printed Name: Joy Thompson

Printed Name: Samantha Buck

Signature: *Joy Thompson*

Signature: Digitally signed by Samantha Buck
Date: 2021.10.05 17:22:26 -07'00'

Date: 10/6/2021

Date: _____

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

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

Signature: *Karen Roach*

Signature: *Norabelle Elegado*

Printed Name: Karen Roach

Printed Name: Norabelle Elegado

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that Subrecipients will comply with the following regulations and restrictions:

- State and federal civil rights laws,
- Drug-Free Workplace,
- California Environmental Quality Act,
- Lobbying restrictions,
- Debarment and Suspension requirements,
- Proof of Authority documentation from the city council/governing board, and
- Federal grant fund requirements.

The Applicant is 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 to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES (see Subrecipient Handbook (SRH) Section 1.005 and Section IV. of this form).

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), 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, and/or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the federal program Special Conditions change after the approval of the Grant Subaward.



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

Grant Subaward #: _____

Subrecipient: _____

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 (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: _____

Title: _____

Address: _____

Telephone Number: _____

Email Address: _____

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. 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

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)

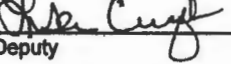
The Subrecipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the Subrecipient is designated as "high- risk" for purposes of the DOJ high-risk grantee list.

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.

CERTIFICATION	
I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby 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>Steve Brandau</u>
Official Designee's Title:	<u>Chairman, Board of Supervisors</u>
Date Executed:	<u>November 16, 2021</u>
Federal Employer ID #:	<u>[REDACTED]</u>
Federal DUNS #:	<u>932953037</u>
Current System for Award Management (SAM) Expiration Date:	<u>02/17/2022</u>
Executed in the City/County of:	<u>Fresno</u>
AUTHORIZED BY:	
<input type="checkbox"/> City Financial Officer	<input checked="" type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input type="checkbox"/> Governing Board Chair	
Signature:	
Typed Name:	<u>Oscar J. Garcia</u>
Title:	<u>Auditor-Controller/Treasurer - Tax Collector</u>

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



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Fresno County			Grant Subaward #: HA21 04 0100			
A. Personnel Costs - Line-item description and calculation	Fund Source 1	Fund Source 2	20 VOCA	21 VCGF (20VOCA Match)	21 VCGF	Total Amount Allocated
SR. VICTIM WITNESS ADVOCATE - 1 FTE \$4,572/month x 12 mon x 1 FTE = \$54,864			\$18,288	\$18,288	\$18,288	\$54,864
Benefits- 83.31% (83.31% x \$54,864 = \$45,707)			\$30,340	\$5,223	\$10,144	\$45,707
Benefits include Unemployment, Retirement, OASDI, Workers Comp, Health Insurance and Benefit Admin.						
Overtime - \$26.37/hr x 1.5 x 100 hrs = \$3,956			\$1,320	\$1,318	\$1,318	\$3,956
Benefit- 7.65% (7.65% x \$3,996) = \$303			\$101	\$101	\$101	\$303
Benefit include OASDI						
Personnel Costs Fund Source Totals			\$50,049	\$24,930	\$29,851	\$104,830
PERSONNEL COSTS CATEGORY TOTAL						\$104,830



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Fresno County		Grant Subaward #: HA21 04 0100				
B. Operating Costs - Line-item description and calculation	2020	2021	20 VOCA	21 VCGF (20VOCA Match)	21 VCGF	Total Amount Allocated
			Travel/Training - Total (In- State Trainings)			\$4,248
Human Trafficking Trainings (2 Trainings)						
Registration @ \$300 per participant (\$300 x 2 = \$600)	\$1,200					
Lodging - (\$114 x 4 nights x 2 trainings x 1 VWA = \$912)	\$1,824					
Meals- (8 Breakfast @ \$15, 8 Lunches @ \$16, 8 Dinners @ \$28 = \$472) (Using County per diem rate)	\$944					
Incidental Expenses- (\$5 per day x 8 days x 1 VWA = \$40)	\$80					
Parking- (\$25 per day x 8 days = \$200)	\$200					
	\$4,248					
Emergency Assistance						
Financial intervention in response to a client's basic material needs (food, clothing, medicine) (\$437/mo x 12 mos = \$5,244)			\$5,244			\$5,244
Data Processing for 1 VWA- (\$307 x 12 months = \$3,684)			\$3,684			\$3,684
Commercial Phone Bills	\$20					
PC Rental	\$31					
MS Enterprise License	\$40					
Cellular Voice and Data	\$17					
LAN Admin- County	\$74					
Equipment Administration	\$38					
I-Net Line Charges	\$27					
Telephone Network Connect	\$28					
Telephone Desktop Hardware	\$32					
	\$307					
Office Expense						
Office Supplies- postage, paper, printer cartridges, pens, training materials, research forms, gift card, visa card (\$417/mo x 12 mos = \$5,004)			\$5,004			\$5,004
Emergency/Transitional Housing for Victims (claiming less @ \$28,248) (6 beds x \$120 per room x 52 weeks = \$37,440)			\$28,248			\$28,248
Outreach						
Projects to promote services using public media (newspapers, radio, and television)			\$3,242			\$3,242
Operating Costs Fund Source Totals			\$49,670			\$49,670
OPERATING COSTS CATEGORY TOTAL						\$49,670



Grant Subaward Budget Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

Budget Narrative

In order to support the goals and objectives of providing direct services to the Human Trafficking Advocacy (HA) Program, the Fresno County Probation Department is applying to the California Office of Emergency Services (Cal OES) for a \$154,500 Human Trafficking Advocacy Program.

If, awarded, the Fresno County Probation Department grant funds will provide one (1) FTE permanent Senior Victim-Witness Advocate, which is included in the Personnel Services – Salaries/Employee Benefits section. The salary of this position is projected at the actual Range and Step and is subject to mid-year adjustments for the position incumbent. The Senior Victim-Witness Advocate position requires a bachelor's degree in one or more of the following disciplines: psychology, sociology, criminology, or a related field or a total of 60 semester units of academic work and two years of experience in victim advocacy.

The Senior Victim-Witness Advocate position will maintain a caseload of human trafficking victims; provide emergency assistance and informal counseling in response to the needs of victims; assist in relocation services as needed; interview victims to determine eligibility for services from the Crime Victim Assistance Center (CVAC); assist crime victims with claims for financial assistance;



Grant Subaward Budget Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

interpret and explain laws and regulations governing victims' rights, the criminal justice center, and court proceedings; conduct presentations to law enforcement, schools, community and justice system agencies, victim groups, and professional groups; prepare Victim Impact Statements for Court; accompany crime victims and witnesses to court; provide support and assistance during court proceedings; refer victims for psychological, physical, medical, or social services; provide human trafficking training to less experienced staff; and prepare correspondence to victims, state agencies, and local agencies. One hundred percent of the Senior Victim-Witness Advocate position is committed to providing direct services for this grant program.

The Operating Expenses include costs to provide direct services to victims including emergency/transitional housing and emergency assistance (food, clothing, and other items). Telephone, data processing (computer rental, Microsoft Enterprise License, etc.) Outreach Program to promote services using public media, office supplies and equipment to be used by the Senior Victim-Witness Advocate assigned to this grant are also included. In addition, the Operating Expenses include funding for the Senior Victim-Witness Advocate to attend trainings on Human Trafficking and to provide outreach to the community to promote the available services (e.g., radio and television).



Grant Subaward Budget Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

In order to minimize administrative costs and support direct services to victims, the implementing agency (Probation Department) absorbs operating expenses, including in part - liability insurance, PeopleSoft financial charges (financial system), and Human Resource charges. The salaries of the Project Director and Financial Officer are not paid using funds from this grant; however, they provide direct services regarding the fiscal requirements of this grant. The Financial Officer reviews documents for financial matters required by the grant, prepares the budget and any modifications, monitors compliance with regulations and procedures mandated by the funding source, and ensures the appropriate expenditure of grant funds.

Due to the coronavirus pandemic, use of volunteers is currently not allowed by the Fresno County Probation Department. 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



Grant Subaward Budget Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

application similar to an employment application and agree to submit to and pass a background check.



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

Project Narrative

Plan

1) Describe how the Subrecipient plans to identify and respond to the holistic needs of human trafficking victims, including both sex and labor trafficking victims. Address changes needed to continue providing the required Program Components when public health or other health and safety orders are in effect.

In an effort to deliver a streamlined and consistent service level, a full-time experienced Senior Victim-Witness Advocate has been assigned to manage the project in relation to providing services to victims of human trafficking, both sex and labor trafficking. The Senior Victim-Witness Advocate, having received specialized training related to human trafficking, is designated to manage all human trafficking cases exclusively and serves as the subject-matter expert of the CVAC. As the subject-matter expert, the Senior Victim-Witness Advocate dedicated to the human trafficking specialized caseload provides direct services to the victims of the caseload, develops innovative strategies to collaborate with and coordinate services across criminal justice, social services agencies, and community-based service providers; conducts outreach to increase awareness of human trafficking and services available to victims; supports victims by navigating the different systems such as criminal justice, child welfare, immigration, etc.; and



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

links victims to short-term necessities like clothing, food, emergency/transitional shelter and medical care, and long-term needs like substance abuse and/or mental health services, permanent housing, child care, and life skills for reintegrating into society.

For commercially and sexually exploited minors, the response from the Senior Victim-Witness Advocate continues to be: victim-centered, trauma informed, strengths-based, developmentally appropriate, culturally, linguistically, and LGBTQ competent and affirming services; committed to active efforts that engage commercially and sexually exploited children early and often; multidisciplinary, individualized, flexible, and timely; and data and outcome driven. The dedicated Senior Victim-Witness Advocate participates in the Commercially and Sexually Exploited Children Steering Committee's multidisciplinary team. In addition, participates in Friday Court and the Friday Court Steering Committee. In January 2018, the Fresno County Superior Court launched a juvenile human trafficking court, known as Friday Court. This is a collaborative court calendar where everyone works together to support exploited youth and/or those who have exhibited high risk behaviors making them vulnerable to victimization.



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

Although there have been challenges due to the COVID-19 pandemic, in order to continue providing the required program components, the following changes were implemented: attendance of all collaborative meetings and training presentations with our partners are being conducted via video conferencing; participation in the judicial process is carried out via technology; providing assistance with CalVCB applications through the usage of on-line portals; and utilizing computer and/or cell phone technology to meet with clients. These changes were mandatory and remain in practice in order to continue providing a high level of service to the clients, as well as meeting required program components.

2) Describe the roles and responsibilities of staff allocated to the Program.

The Probation Services Manager (PSM) manages and oversees the daily operations and activities of the Crime Victim Assistance Center. Under the Fresno County Probation Department, the James Rowland Crime Victim Assistance Center (CVAC) has been providing services to crime victims since 1975. In 2020, CVAC provided services to 6,335 new victims of crime. Victims of crime, including human trafficking, receive comprehensive services, including the 14 mandatory and ten optional services per Penal Code Section 13835. A sampling of the PSM's duties are: developing, evaluating, coordinating, and communicating CVAC



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

goals and services in collaboration with and to department administration and subordinates; overseeing grant program operations; establishing and maintaining liaison with the courts, government, community, and law enforcement agencies; managing the budget specific to this program; preparing and/or directing the preparation of reports; conferring with staff regarding cases and monitoring the implemented case resolution plans; representing the Department in meetings with commissions, committees, community agencies, and other groups; and interviewing, selecting, and supervising subordinate staff.

The role and responsibilities of the Senior Victim-Witness Advocate are to maintain a caseload of human trafficking victims; provide emergency assistance, and informal counseling in response to the needs of victims; assist in relocation services as needed; interview victims to determine eligibility for services from the CVAC; aid crime victims in the completion of claims for financial assistance; interpret and explain laws and regulations governing victims' rights, the criminal justice center, and court proceedings; and conduct presentations to law enforcement, schools, community and justice system agencies, victim groups, and professional groups. Additionally, the Senior Victim-Witness Advocate position requires the preparation of Victim Impact Statements for Court; accompaniment of crime victims and witnesses to court to provide support and



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

assistance during court proceedings; referring victims to psychological, physical, medical, or social services; providing human trafficking training to less experienced staff; preparation of correspondence to victims, state and local agencies; and performing related duties in support of victims of crime.

3) Describe how staff allocated to the Program are qualified to manage and implement the Program.

The PSM has served in a managerial capacity for more than 15 years, currently supervises subordinate staff, maintains professional relationships with various agencies which are critical to the CVAC; and has experience in the areas of grant oversight, creation and implementation of various programs, and management of office budget. The PSM has completed training on topics such as 'Domestic Violence Courts and the Intersection with Human Trafficking', 'Commercially and Sexually Exploited Children and At-Risk Youth Initiative and Strategic Planning', 'Victim Coordinator Training', 'Leave No Victim Behind', 'Organization Skills for Peak Performance', 'Interacting Effectively with the Mentally Ill', 'Supervisor's Leadership Academy', and 'What is Dual Diagnosis?'. Minimum qualifications for a PSM 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.



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

A full-time experienced Senior Victim-Witness Advocate is assigned to manage the project in relation to providing services to victims of human trafficking. The designated Senior Victim-Witness Advocate has been providing direct services to victims of crime since 2013. The Senior Victim-Witness Advocate has overseen domestic violence, sexual assault, human trafficking, and child abuse cases. Additionally, has developed and maintains relationships with agencies such as the District Attorney's Office, Superior Court, law enforcement, and community-based organizations providing services to human trafficking victims. The Senior Victim-Witness Advocate has completed training on 'Immigration Relief for Victims of Human Trafficking', 'Substance Abuse and the Torture Survivor Experience', 'The Secondary Victimization of Crime Victims', 'A County Convening on Human Trafficking and Domestic Violence', Trauma Informed Interviewing', 'Asking the Right Questions – Sex Trafficking', 'Racial Trauma, Healing and Resiliency', and 'What Does It Mean to Be Victim-Centered?'.

Minimum requirements for the Senior Victim-Witness are:

Option 1



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

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.

One Senior Victim-Witness Advocate position is 100% funded by the budget of this grant for forty hours per week and dedicated 100% of the time to this program. The PSM position is not funded by the budget of this grant. A current resume along with the job description that describes the title, responsibilities, education, and experience for the Senior Victim-Witness Advocate position, for whom the grant funds are requested, are attached.

Due to the coronavirus pandemic, use of volunteers is currently not allowed by the Fresno County Probation Department. 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



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

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.

4) Describe the Subrecipient's ability to collaborate with local, state, and federal agencies, local public agencies, victim service providers, and other agencies to enhance or expand service delivery to victims of human trafficking, including sex and labor trafficking. If collaborative meetings have been impacted by the pandemic, please address how the project will ensure participation in their local partnerships continues to support the Program's objectives.

CVAC has been a 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 human trafficking victims and their families. Among them are federal agencies such as the Federal Bureau of Investigation, Department of Justice and United States Homeland Security. CVAC receives referrals from these agencies to provide services to the referred victims. Among the state



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

government agencies with which continuous collaboration exists is the California Victim Compensation Board (Cal VCB) and the California Department of Corrections and Rehabilitation. Over the long history of CVAC, a plethora of local organizations exist with which CVAC collaborates. Among them are: the Fresno County Departments of Social Services, Public Health, and Behavioral Health; local cities police departments of Fresno and Clovis, as well as the police departments of smaller cities in Fresno County such as Sanger and Reedley; community-based organizations who combat human trafficking such as the Marjaree Mason Center, Breaking the Chains, Made for Them, Catholic Charities, Central California Legal Services, Centro La Familia, LGBTQ/SOGIE organizations, the Central Valley Justice Coalition, and the Fresno Economic Opportunities Commission.

Collaborative meetings have been and continue to be impacted by the pandemic; however, the swift transition to the use of technology has enabled collaborative meetings to continue with very little disruption. Video conferencing has been used to facilitate the judicial process; Face Time cell phone calls are used to meet with clients; regular and consistent email and video conferencing is used to meet with our collaborative partners. All service providers and collaborative partners are flexible and adaptable to an evolving environment in



Grant Subaward Programmatic Narrative

Grant Subaward #: HA21 04 0100

Subrecipient: Fresno County

order to meet the immediate needs of our human trafficking survivors. All agencies have proven a strong commitment to ensuring participation in their local partnerships, in order to meet the Program's objectives.

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

Subrecipient _____ **Duns#** 932953037 **FIPS#** 019-00000
Disaster/Program Title: Human Trafficking Advocacy Program
Performance Period: 01/01/22 to 12/31/22 **Subaward Amount Requested:** \$ 154,500
Type of Non-Federal Entity (Check Box): State Gov. Local Gov. JPA Non-Profit Tribe

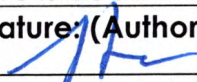
Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance,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

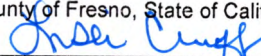
For purposes of completing this questionnaire, grant manager is the individual who has primary responsibility for day-to-day administration of the grant, bookkeeper/accounting staff means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award,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

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 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 2,514,177
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, etc.?	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: <u>November 16, 2021</u>
Print Name and Title: Steve Brandau, Chairman	Phone Number: 559-600-2000

Cal OES Staff Only: SUBAWARD # _____ **ATTEST:** _____

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



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: _____

Fresno County Probation Department

Kirk Haynes
Chief Probation Officer

Personnel Development & Research
Probation Division Director
Joy Thompson

Juvenile
Division

Commitment
Division

Adult Division

Detention
Division

Administration Division
Vacant

Crime Victim Assistance Center
Probation Services Manager
Karen Roach

Financial Services
Probation Business Manager
Norabelle Elegado

Automation Services
Probation IT Manager
David Touma

Victim Witness Grant

Mariell Trauner, Sr. Advocate
Jessica Munoz, Advocate
Jacqueline Villasenor, Advocate
Sarah Barton, Advocate
Brandie Razo, Advocate
Melinda Zavala, Sr. Advocate
Veronica Fabela, Advocate
Brenda Muniz, Advocate
Gwen Pfost, Sr. Advocate
Cynthia Reinaga, Advocate
Cassandra Gough, Advocate
Cybil Luna, Mass Victimization, Advocate
Hannah Martinez, Advocate

Support

Liana Diaz, Program Tech II
Justin Coulter, Office Assistant I
Mia Castillo, Student Worker/Extra Help
Fionna Romans, Student Worker/Extra Help
Vacant (1), Student Worker/Extra Help

Unserved/Underserved Victim Grant

Debra Gorham, Victim Advocate
Perla Gurrola, Victim Advocate

Probation Specialized Units Grant

Jeanette Miller, Victim Advocate

Human Trafficking Grant

Viktoria Grigoryan, Sr. Victim Advocate

XC Grant

Sharon Medina, Victim Advocate
Anneli Rios, Victim Advocate
Haley Collins, Victim Advocate
Tami Tabacchi, Deputy Probation Officer IV

Ben Chen, IT Analyst IV
Shawn Mims, IT Analyst IV
Russell Pehrson, Business System Analyst III
Vacant, IT Analyst II



Operational Agreement Summary

Grant Subaward #: _____

Subrecipient: _____

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. _____		_____ to _____
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 _____

Senior Victim/Witness Advocate

Resume

Professional Objective:

To obtain a professional position in the Social Work field as an Advocate, to provide trauma informed services to victims of violent crimes; especially those that are most vulnerable and marginalized.

Education:

Bachelor's Degree in Sociology; May 2014 California State University, Fresno

Skills:

Problem Solving	Active Listening	Trauma informed communication
Public Speaking	Leadership Experience	Victims' Rights - Empowerment

Work History:

July 2017- Present Senior Victim/Witness Advocate

November 2013- July 2017 Victim/Witness Advocate

Professional Training:

California Office of Criminal Justice Planning, Entry Level Victim Advocate Training and Advanced Victim Advocate Training

2014- Immigration Relief for Victims of Human Trafficking (webinar)
Strangulation and Domestic Violence (webinar)
New Legislation for Victim Advocates (webinar)
Substance abuse and the Torture survivor Experience (webinar)
Male Peer Support and Violence Against Women (webinar)
Forensic Experiential Trauma Interview (webinar)

2015- Domestic Violence and Human Trafficking
Thriving while healing the aftermath of Sexual Assault
Strangulation Part 1/ and Part 2 (webinar)
"It Takes a Village, People!" Advocacy training (webinar)
Human Trafficking

Viktoria Grigoryan

Professional Training: Continued

2016- Central Valley 7th Annual Conference on Human Trafficking (8 hours)

The Secondary Victimization of Crime Victims

Measuring Intimate Partner Violence, Partner Sexual Abuse, and Stalking

2017- Strangulation in DV (webinar)

A County Convening on Human Trafficking and Domestic Violence (8 hours)

2018- Trauma informed Interviewing

Human Trafficking Training (8 hours)

Human Trafficking -Youth Experiences Survey (webinar)

2019- Child Abuse Prevention Conference (16 hours)

2020- Asking the right Questions -Sex Trafficking

Introduction to the Neurobiology of Trauma (webinar)

Racial Trauma, Healing and Resiliency (webinar)

Forced Criminality of Sex Trafficking Victims (webinar)

Talking to Children about Child Sexual Abuse (webinar)

2021- What does it mean to be Victim-Centered (webinar)

Inside the mind of the trafficker (webinar)

11th Annual Fresno EOC Human Trafficking Conference (live webinar)

Fund: 0001
Subclass: 10000
ORG: 34320415
Account: 4380



Fresno County Probation Department

Kirk Haynes, Chief Probation Officer



October 4, 2021

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

Attn: Human Trafficking Advocacy (HA) Program

RE: Fresno County Application

Good Morning,

Attached please find Fresno County Probation Department's Human Trafficking Advocacy (HA) Program application for the grant subaward performance period beginning January 1, 2022 and ending December 31, 2022.

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, and Subrecipient Grants Management Assessment will be submitted to you.

Please let me know if anything further is required.

Respectfully,

Kirk Haynes
Chief Probation Officer

Enclosures

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