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(Cal OES Use Only)

Cal OES #	019-00000-17	FIPS #	019-00000	VS#		Subaward #	
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HA19 02 0100 JF

**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:

- Subrecipient: County of Fresno County 1a. DUNS#: 932953037
- Implementing Agency: Probation Department - Fresno County - PROBATION DEPARTMENT DUNS#: 932953037
- Implementing Agency Address: 3333 East American Avenue Suite B Fresno 93725-9247
(Street) (City) (Zip+4)
- Location of Project: Fresno Fresno 93721-2613
(City) (County) (Zip+4)
- Disaster/Program Title: Human Trafficking HAV Advocacy Program 6. Performance Period: 01/01/20 to 12/31/20
(Start Date) (End Date)
- 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.	2019	VOCA		\$150,000		\$37,500		\$37,500	\$187,500
9.									
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total Project Cost				\$150,000	\$150,000	\$37,500		\$37,500	\$187,500

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: Ernest Buddy Mendes Title: Chairman, Fresno County Board of Supervisors
 Payment Mailing Address: 3333 E American Ave Suite B City: Fresno Zip Code+4: 93725-9247
 Signature: [Signature] Date: 2/25/2020

16. Federal Employer ID Number: 94-6000512 (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.

[Signature] 3/16/2020 [Signature] 3-17-2020
 (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

RECEIVED
 NOV 05 2019
 BY #693062

ENY: 2019-20 Chapter: 23 SL: 18408
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 2018-V2-GX-0029 10/01/17-09/30/21
 Fund: Federal Trust AL#: 16,575
 Program: Human Trafficking Advocacy Program
 Match Req.: 20%, C/IK based on TPC
 Project ID: OES18VOCA000012
 SC: 2019-18408 Amount: \$ 150,000

PROJECT CONTACT INFORMATION

Subrecipient: Fresno County Subaward #: HA19 02 0100

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below.

1. The **Project Director** for the project:

Name: Joy Thompson Title: Probation Division Director
Telephone #: 559-600-1295 Email Address: jthompson@fresnocountyca.gov
Address/City/Zip + 4: 3333 E. American Ave. Suite B, C A93725-9248

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

Name: Greg Reinke Title: Administration Division Director
Telephone #: 559-600-1247 Email Address: greinke@fresnocountyca.gov
Address/City/Zip + 4: 3333 E. American Ave. Suite B, CA 93725-9248

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

Name: Karen Roach Title: Probation Services Manager
Telephone #: 559-600-1675 Email Address: kroach@fresnocountyca.gov
Address/City/Zip + 4: 2233 Kern Street, Fresno, CA 93721-2613

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

Name: Norabelle Elegado Title: Supervising Accountant
Telephone #: 559-600-1246 Email Address: nelegado@fresnocountyca.gov
Address/City/Zip + 4: 3333 E. American Ave. Bldg 702, CA 93725-9248

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

Name: Kirk Haynes Title: Chief Probation Officer
Telephone #: 559-600-1298 Email Address: khaynes@fresnocountyca.gov
Address/City/Zip + 4: 3333 E. American Ave. Suite B, C A93725-9248

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Ernest Buddy Mendes Title: Chairman Board of Supervisor
Telephone #: 559-600-4000 Email Address: District4@fresnocountyca.gov
Address/City/Zip + 4: 2281 Tulare, Room # 301, Fresno, CA 93721-2105

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

Name: Ernest Buddy Mendes Title: Chairman, Board of Supervisors
Telephone #: 559-600-4000 Email Address: District4@fresnocountyca.gov
Address/City/Zip + 4: 2281 Tulare, Room # 301, Fresno, CA 93721-2105

SIGNATURE AUTHORIZATION

Subaward #: HA19 02 0100


Subrecipient: Fresno County

Implementing Agency: Probation

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

***Project Director:** Joy Thompson

***Financial Officer:** Greg Reinke

Signature: 

Signature: 


Date: 10/24/2019

Date: 10/24/19

The following persons are authorized to sign for the **Project Director**

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





Signature
Karen Roach

Signature
NORAHENE ELEGADO

Printed Name

Printed Name

Signature

Signature

Printed Name

Printed Name

Signature

Signature

Printed Name

Printed Name

Signature

Signature

Printed Name

Printed Name

Signature

Signature

Printed Name

Printed Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

The Applicant must complete a Certification of Assurance of Compliance-VOCA (Cal OES 2-104f), which includes details regarding federal grant funds, the Equal Employment Opportunity, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, Civil Rights Compliance, and the special conditions for Subaward with the above mentioned fund. The Applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the Applicant formally notifies Cal OES that the Applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the Grant Subaward is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

I, _____ hereby certify that
(official authorized to sign; same person as Section 15 on Grant Subaward Face Sheet)

Subrecipient: _____

Implementing Agency: _____

Project Title: _____

is responsible for reviewing the *Subrecipient Handbook* 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

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

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

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

It is the public policy of the State of California to promote equal employment opportunity (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 (requesting 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. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.**

Equal Employment Opportunity Officer: _____

Title: _____

Address: _____

Phone: _____

Email: _____

III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

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

IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (Subrecipient Handbook Section 2154)

Cal OES grant funds, grant property, or grant-funded positions shall not be used for any lobbying activities, including, but 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 – (Subrecipient Handbook Section 2155)

(This applies to federally-funded grants only.)

Cal OES-funded projects must certify that it and its principals are not 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 of agency.

VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)

The above-named organization (Applicant) accepts responsibility for and must comply with the requirement to obtain a signed resolution from the City Council/Governing Board in support of this Program. The Applicant must provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. 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 grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the City Council/Governing Board.

The Applicant is required to obtain written authorization from the City Council/Governing Board that the official executing this Grant Subaward is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

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. Special Condition for Grant Subaward with Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Funds

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 FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 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 FY 2019 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. The Subrecipient must comply with the DOJ Grants Financial Guide.

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. Civil Rights and Nondiscrimination

The Subrecipient understands that the federal statutes and regulations pertaining to civil rights and nondiscrimination and, in addition:

- a. The Subrecipient understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
- b. The Subrecipient understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110 (e)) ; section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13), which will apply to all awards made by the Office of Violence Against Women, also may apply to an award made otherwise; and

c. The Subrecipient understands they must comply with the specific assurances set out in 29 C.F.R. §§ 42.105 and 42.204.

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 (FY 2019)

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, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.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 \$250,000

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 (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> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), 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. Victims of Crime Act 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

SCOPE. 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

SCOPE. 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 award), or other

outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

28. Additional DOJ Awarding Agency Requirements

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 funds.

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

CERTIFICATION

I, the official named below, am the same individual authorized to sign the 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.

Authorized Official's Signature: *Ernest Buddy Mendes*
 Authorized Official's Typed Name: Ernest Buddy Mendes
 Authorized Official's Title: Chairman, Board of Supervisors
 Date Executed: 2/25/2020
 Federal Employer ID #: [REDACTED] Federal DUNS # 932953037
 Current System for Award Management (SAM) Expiration Date: 04/07/2020
 Executed in the City/County of: Fresno

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

AUTHORIZED BY: (not applicable to State agencies)

By *Rosa Cruz* Deputy

- | | |
|---|--|
| <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: *Oscar J Garcia*
 Typed Name: Oscar J. Garcia
 Title: Auditor-Controller/Treasurer-Tax Collector

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: Fresno County				Subaward #: HA19 02 0100			
A. Personal Services – Salaries/Employee Benefits	2018 VOCA	MATCH	Fund3	Fund4	Fund5	Fund6	COST
SR. VICTIM WITNESS ADVOCATE							
\$4,616.58/month x 1 FTE x 12 = \$55,399	\$17,899	\$37,500					\$55,399
Overtime - \$26.63/hr x 1.5 x 100 hrs = \$3,995	\$3,995						\$3,995
Benefits- 80.29%							
(80.29% x \$59,394) = \$47,688	\$47,688						\$47,688
Benefits include Unemployment .07%, Retirement 57.85%, OASDI 7.65%, Health Insurance 14.55%, Benefit Admin .17%							
Personal Section Totals	\$69,582	\$37,500					\$107,082
PERSONAL SECTION TOTAL							\$107,082

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: Fresno County		Subaward #: HA19 02 0100						
B. Operating Expenses	Column1	2018 VOCA	MATCH	Fund3	Fund4	Fund5	Fund6	COST
Travel/Training - Total (In-State Trainings)		\$2,224						\$2,224
Human Trafficking Trainings (2 Trainings)								
Registration @ \$300 per participant (\$300 x 2 = \$600)	\$600							
Lodging - (\$114 x 4 nights x 2 trainings x 1 VWA = \$912)	\$912							
Meals- (8 Breakfast @ \$15, 8 Lunches @ \$16, 8 Dinners @ \$28 = \$472) (Using County per diem rate)	\$472							
Incidental Expenses- (\$5 per day x 8 days x 1 VWA = \$40)	\$40							
Parking- (\$25 per day x 8 days = \$200)	\$200							
	<u>\$2,224</u>							
Telephone Charges (cell phone)		\$480						\$480
(\$40 x 12 months = \$480)								
Emergency Assistance		\$14,029						\$14,029
Financial intervention in response to a client's basic material needs (food, clothing, medicine)								
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							
	<u>\$307</u>							
Office Expense		\$4,921						\$4,921
Office Supplies- postage, paper, printing, printer cartridges, pens, laptop, cell phones, furniture and office equipment, training materials, research forms								
Emergency/Transitional Housing for Victims		\$37,440						\$37,440
(6 beds x \$120 per room x 52 weeks = \$37,440)								
Outreach		\$17,640						\$17,640
Projects to promote services through the use of public media (newspapers, radio and television)								
Operating Section Totals		\$80,418						\$80,418
OPERATING SECTION TOTAL								\$80,418

Budget Narrative

In order to support the goals and objectives of providing direct services to the Human Trafficking Advocacy (HA) Program, Fresno County Probation is proposing a total grant application amount of \$187,500 of which \$150,000 is from the California Office of Emergency Services (Cal OES) and \$37,500 is the required match from the County of Fresno.

The Fresno Probation Department proposes one (1) FTE permanent Senior Victim Advocate, which is included in the Personal Services – Salaries/Employee Benefits section. The salary of the position is projected at the actual Range and Step and is subject to mid-year adjustments for the position incumbent. A portion of the salaries of the Senior Victim Advocate will be designated to meet the required cash match. The Senior Victim Advocate position requires 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 needs of victims, assist in relocation services as needed, interview victims to determine eligibility for services from the Crime Victim Assistance Center, assist crime victims with claims for financial assistance, 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.) and office supplies and equipment to be used by the Senior Victim/Witness Advocate assigned 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 provide Outreach to the community to promote the available services (e.g. radio and television).

In order to minimize administration 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 costs associated with building maintenance. The salaries of the Project Director and Financial Officer are not paid by funds from this grant; however, they provide direct services regarding the fiscal

Subrecipient: Fresno County Subaward #: HA19 02 0100

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.

Volunteer services will also 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/certificate in Victimology. In addition, volunteers may come from other higher education institutions. The Probation Department recruits volunteers through colleges, job fairs, community presentations and service agencies. Volunteers are required to complete an application similar to an employment application and agree to submit to a background check.

Project Narrative

1. Problem Statement

a.) As a member of the criminal justice system, the Fresno County Probation Department's mission is to provide protection for the community, support victim advocacy, and deliver essential services to the courts. Under the Fresno County Probation Department, the James Rowland Crime Victim Assistance Center (CVAC) has been providing services to crime victims since 1975. Victims of crime, including human trafficking, receive comprehensive services, including the 14 mandatory and ten optional services per Penal Code Section 13835. In 2017, CVAC provided services to 7,680 new victims of crime.

Fresno County is the sixth largest of 58 California counties covering 6,017 square miles and offering both rural and urban lifestyles. Per the California Department of Finance, Fresno is the tenth most populated county with 1,007,299 residents with 65% of the population residing in urban areas with the remainder in rural and agricultural areas. Located at the center of the state, Fresno is between other human trafficking hubs- Sacramento, San Francisco, and Los Angeles.

b.) Fresno was ranked #7 for cases reported to the National Human Trafficking Hotline California (January 2015 to December 2016). From 2010-2019, 993 human trafficking victims have been identified in Fresno County reports the Fresno Economic Opportunities Commission (EOC), a private, non-profit corporation founded in 1965 to fight poverty. To develop and implement a

formal system of networking, referral, and coordination and collectively meet the needs of victims of human trafficking, the Fresno County Departments of Probation, Social Services, Public Health, and Behavioral Health in October 2015, entered into an Operational Agreement and established the Commercially Sexually Exploited Children (CSEC) Program Steering Committee and have been working to identify, rescue, and help victims of human trafficking.

Human trafficking is so rampant in Fresno, the local newspaper, the Fresno Bee, cites a local Fresno Police Department detective who states “I’ve had (sex trafficking) victims from every high school in Fresno County –and most junior high schools”. The Fresno Bee further reports that technology and social media now give traffickers access to hundreds of women and children. Due to the growing occurrence of human trafficking, in January 2018, the Fresno County Superior Court launched a juvenile human trafficking court, known as Friday Court, 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. Since inception, 53 minors have voluntarily participated in Friday Court.

Multi-agency gang unit investigators say money fuels the crime. Human trafficking is the number two source of revenue of criminal street gangs right behind drug sales; experts believe it will be number 1 in the next 5-10 years.

According to the District Attorney’s Office, human trafficking is already an epidemic and recently formed a Human Trafficking Prosecution Unit. In one of

California's first farm labor trafficking cases, a Fresno County jury convicted Efen Alvarez of trafficking and extortion. The labor crew supervisor took advantage of female employees by obtaining their visas as collateral for a loan and threatened to harm and report them to immigration.

As stated above, Fresno was ranked #7 for cases reported to the National Human Trafficking Hotline California. Of the 993 human trafficking victims identified in Fresno County, 910 are female, 296 are under the age of 12, 202 are foreign-born, 785 are victims of sex trafficking, 156 are victims of labor trafficking, and 38 are victims of both. While human trafficking is a crime with no demographic boundaries, certain circumstances impact victimization and cultivate vulnerability. Traffickers prey on vulnerabilities and ensnare individuals into victimization. Vulnerabilities such as poverty, runaway and homeless youth, and immigrants are prevalent in Fresno County:

- 26% of the population and 29% of children under the age of 18 live below the poverty level according to the State of California Employment Development Department.
- Fresno County is home to 200,000 immigrants and more agricultural workers than any other county in the nation according to the University of Southern California.
- There are 2,800 runaways in Fresno every year; more frightening is that on average 1/3 of all runaways are recruited for pornography or prostitution

within 48 hours of leaving home according to the Fresno Police Department.

- The number of runaway youth in Fresno is nearly double the State average according to the Fresno EOC.
- Fresno Bulldogs, one of the most violent and active area gangs with a membership around 12,000, is known for sex trafficking of minors according to Fresno Police.

c.) The CVAC where the Senior Victim/Witness Advocate is located is supervised by a Probation Services Manager (PSM) who reports to the Director of the Personnel Development & Research Division. The Director reports to the Chief Probation Officer.

d.) There is no specific funding for human trafficking activities other than these grant funds. However, CVAC is currently funded through the Cal OES' Victim/Witness Assistance (VW) and the Victim Services (XC) Programs fund CVAC which provide services to all victims of crime.

e.) Without this funding, CVAC would not have a dedicated advocate to work solely with human trafficking victims. In the past, human trafficking victims were served by various advocates in the CVAC. While consistency in the services provided to victims is key, having multiple advocates working with this unique population with limited specialized knowledge brings challenges. In an effort to deliver a streamlined and consistent service level, one dedicated Senior Victim/Witness Advocate has helped fill this need. The Senior Victim/Witness

Advocate serves as the subject-matter expert of the CVAC, develops innovative strategies to collaborate with and coordinate services across criminal justice, social services agencies, and community-based service providers. This Senior Victim/Witness Advocate provides direct services to this specialized caseload, 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 links victims to short-term necessities like clothing, food, and emergency shelter and medical care to longer-term needs like substance abuse and/or mental health services, permanent housing, child care, and life skills for reintegrating into society.

f.) Without these grant funds, CVAC would lack the resources to dedicate staffing to manage a human trafficking specialized caseload and address the challenges of providing services specifically to human trafficking victims on a full-time basis. Among the many challenges and barriers in responding to the needs of human trafficking victims are: victims are reluctant to come forward because they fear retribution from their traffickers, fear arrest and deportation, or feel shame due to the stigma of trafficking; many persons who are experiencing trafficking do not identify as such thus, victims often go unidentified and unserved; transitional and permanent housing is scarce; service providers to provide comprehensive services for all victims regardless of age, gender, immigration status, or sexual orientation are limited; availability of therapeutic groups is limited; culture/language- gender- and/or age-

appropriate services are scarce; communication between agencies and hotels or taxi services does not exist; lack of knowledge and understanding of what services are available is a barrier for victims, agencies, and service providers alike.

2. Plan

a.) In an effort to deliver a streamlined and consistent service level, a full-time experienced Senior Victim/Witness Advocate has been assigned to manage and implement the project in relation to providing services to victims of human trafficking. This Senior Victim/Witness Advocate 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 has provided direct services to the victims of the caseload, develops innovative strategies to collaborate with and coordinate services across criminal justice and 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 links victims to short-term necessities like clothing, food, and emergency/transitional shelter and medical care to longer-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. This 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.

b.) The PSM manages and oversees the daily operations and activities of CVAC. Sample of duties are: develops, evaluates, coordinates, and communicates CVAC goals and services in collaboration with and to department administration and subordinates; oversees grant program operations; establishes and maintains liaison with the courts, government and community agencies, and law enforcement agencies; manages a budget specific to the program; prepares and/or directs the preparations of reports, confers with staff regarding cases and monitors implemented resolution case plans; represents the Department in meetings with commissions, committees, community agencies and other public groups; interviews, selects, and supervises subordinate staff

The role and responsibilities of the Senior Victim/Witness Advocate is:

- maintain a caseload of human trafficking victims

- provide emergency assistance, and informal counseling in response to needs of victims
- assist in relocation services as needed
- interview victims to determine eligibility for services from the Crime Victim Assistance

Center and assist crime victims with claims for financial assistance

- 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
- prepare correspondence to victims, state agencies, and local agencies
- perform related duties in support of victims of crime

c.) The PSM has served in a managerial capacity for more than 12 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. 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 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 experience as a sworn peace officer in the Probation Department.

A full-time experienced Senior Victim/Witness Advocate has been assigned to manage and implement the project in relation to providing services to victims of human trafficking. The designated Advocate has been providing direct services to victims of crime since 1998. She provided direct services to victims of juvenile offenders from 1999 to 2006. She has overseen sexual assault, human trafficking, and child abuse cases since 2006. She has developed and maintains relationships with agencies such 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 'Human Trafficking: Law Enforcement Response and Investigation',

'Advanced Immigration for Victim Advocates', Fresno Police Department Human Trafficking Training', Best Practices in Servicing LGBTQ Individuals and Families', 'California Victim Services Human Trafficking Training', Trauma Informed Client Management', 'Leadership Training' and 'Recognizing Signs of Child Abuse'. Minimum requirements for a Senior Victim/Witness Advocate are:

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.

One Senior Victim/Witness Advocate position is 100% funded by the budget of this grant for forty hours per week and dedicated 100% of her 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.

Volunteer services are also available to assist the victim population. Many of the volunteers will come from Fresno State University and will likely have a bachelor's degree/certificate in Victimology. In addition, volunteers may come from other higher education institutions. The Probation Department recruits volunteers through colleges, job fairs, community presentations and service agencies. Volunteers are required to complete an application similar to an employment application and agree to submit to a background check.

d.) 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 human trafficking victims and their families. Among them are federal agencies such as the Federal Bureau of Investigation, Department of Justice and US Homeland Security. CVAC receives 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. Among them are: Fresno County Departments of Social Services, Public Health, and Behavioral Health; local police departments of Fresno and Clovis as well as with the smaller police departments in Fresno County such as Sanger and Reedley; community based organizations who combat human trafficking such as Marjaree Mason Center, Breaking the Chains, Made for Them, Catholic Charities, Central California Legal

Subrecipient: Fresno County Subaward #: HA19 02 0100

Services, Centro La Familia, LGBTQ/SOGIE organizations, Central Valley Justice Coalition, Mollie's House and Fresno Economic Opportunities Commission.

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

Subrecipient Fresno County **Duns#** 932953037 **FIPS#** 019-00000
Disaster/Program Title: Human Trafficking (HA) Advocacy Program
Performance Period: 01/01/20 to 12/31/20 **Subaward Amount Requested:** \$ 187,500
Type of Non-Federal Entity (Check Box): State Gov. Local Gov. JPA Non-Profit Tribe

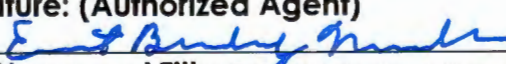
Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance,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

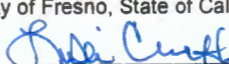
The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

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?	>10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 3,173,729
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?	Select
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>2/25/2020</u>
Print Name and Title: Ernest Cuddy Mendes, Chairman of the Board of Supervisors	Phone Number: 559-600-4000

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

PROJECT SERVICE AREA INFORMATION

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

Fresno*

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

4
16*
21
22

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

23
31*

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

8
12
14*

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

1,007,252

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
Greg Reinke

Crime Victim Assistance Center
Probation Services Manager
Karen Roach

Victim Witness Grant

Viktoria Grigoryan, Sr. Victim Advocate
Gwen Pfost, Sr. Victim Advocate
Mariell Trauner, Sr. Victim Advocate
Isabel Bolanos, Victim Advocate
Evelyn Espinoza, Victim Advocate
Cassandra Torres, Victim Advocate
Hannah Martinez, Victim Advocate
Veronica Fabela, Victim Advocate
Brenda Muniz, Victim Advocate
Sarah Thong, Victim Advocate
Shawnte Beatty, Mass Victimization Advocate
Vacant (2), Victim Advocate

Support

Llana Diaz, Program Tech II
Justin Coulier, Office Assistant I
Mia Castillo, Student Worker/Extra Help
Vacant (2), Student Worker/Extra Help

Uninserved/Underserved Victim Grant

Debra Gorham, Victim Advocate
Tony Villela, Victim Advocate

Probation Specialized Units Grant

Jeanette Miller, Victim Advocate

Human Trafficking Grant

Faye Parra, Sr. Victim Advocate

XC Grant

Jessica Munoz, Victim Advocate
Melinda Zavala, Victim Advocate
Sarah Barton, Victim Advocate
Tami Tabacchi, Deputy Probation Officer IV

Financial Services
Supervising Accountant
Norabelle Elegado

Automation
Senior Business
Systems Analyst
David Touma

John Bedell,
IT Analyst IV
Ben Chen,
IT Analyst IV
Shawn Mims,
IT Analyst IV
Russell Pehson,
Business System
Analyst III
Vacant,
IT Analyst II
Jacqueline Wongsing,
Program Tech. II

Operational Agreements (OA) Summary Form

List of Agencies/Organizations/Individuals		Date OA Signed (xx/xx/xxxx)	Dates of OA From: To:	
1.	Fresno County Council on Child Abuse Reporting	04/02/18	04/01/18	to 3/31/20
2.	Fresno County Deaf/Hard of Hearing Service Center	03/29/18	04/01/18	to 3/31/20
3.	Fresno County District Attorney's Office	03/27/18	04/01/18	to 3/31/20
4.	Fresno Madera Area Agency on Aging	04/02/18	04/01/18	to 3/31/20
5.	Fresno/Madera Ombudsman Program	04/04/18	04/01/18	to 3/31/20
6.	Marjaree Mason Center	04/18/18	04/01/18	to 3/31/20
7.	Rape Counseling Services of Fresno	04/05/18	04/01/18	to 3/31/20
8.	Clovis Police Department	04/02/18	04/01/18	to 3/31/20
9.	Coalinga Police Department	04/16/18	04/01/18	to 3/31/20
10.	Firebaugh Police Department	04/03/18	04/01/18	to 3/31/20
11.	Fowler Police Department	03/29/18	04/01/18	to 3/31/20
12.	Fresno City Police Department	04/11/18	04/01/18	to 3/31/20
13.	Huron Police Department	05/08/18	04/01/18	to 3/31/20
14.	Kerman Police Department	04/13/18	04/01/18	to 3/31/20
15.	Kingsburg Police Department	04/03/18	04/01/18	to 3/31/20
16.	Orange Cove Police Depart	04/09/18	04/01/18	to 3/31/20
17.	Parlier Police Department	03/29/18	04/01/18	to 3/31/20
18.	Mendota Police Department	04/02/18	04/01/18	to 3/31/20
19.	Reedley Police Department	04/10/18	04/01/18	to 3/31/20
20.	Sanger Police Department	04/09/18	04/01/18	to 3/31/20

Use additional pages if necessary.

Operational Agreements (OA) Summary Form

List of Agencies/Organizations/Individuals		Date OA Signed (xx/xx/xxxx)	Dates of OA From: To:		
1.	Selma Police Department	03/29/18	04/01/18	to	03/31/20
2.				to	
3.				to	
4.				to	
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20.				to	

Use additional pages if necessary.

Senior Victim/Witness Advocate
Resume

PROFESSIONAL OBJECTIVE

To obtain a professional position in the Criminal Justice field as a Criminologist while acquiring practical skills and knowledge necessary for working with victims of crime.

EDUCATION

August 1993 - May 1996	California State University, Fresno Bachelors of Science (BS) – Criminology/Victimology
August 1990 – May 1993	Fresno City College (AS) - Paralegal Studies

SKILLS

Criminal/Civil Laws	Victims' Rights
Intervention and Crisis Counseling	Legal Research and Writing

WORK HISTORY

December 4, 2017 - Present	Senior Victim/Witness Advocate
July 6, 1998 - December 3, 2017	Victim/Witness Advocate

PROFESSIONAL TRAINING

10/29/1999	-California Office of Criminal Justice Planning, Entry Level Victim Advocate Training
11/17/1999	-Recognizing Signs of Child Abuse – 8 hrs.
12/07/2001	-California Office of Criminal Justice Planning, Advanced Victim Advocate Training
10/23/2018	-Online Enticement of Children – 1.5 hrs.
11/29/2018	-Understanding Sexual Violence and Appropriate Responses to Survivors – 1.5 hrs.
12/13/2018	-Commercial Sexual Exploitation of Children – 3.5 hrs.
12/14/2018	-Commercial Sexual Exploitation of Children – 3.5 hrs.
1/13/2019	-Central Valley Human Trafficking Case Manager Training (Day 1)– 8 hrs.
2/14/2019	-Central Valley Human Trafficking Case Manager Training (Day 2) – 8 hrs.
3/12/2019	-Developing Your Human Trafficking Threat Assessment – 1 hr.
3/27/2019	-Human Trafficking Conference – 8.0 hrs.
4/24/2019	-CATA – Addressing the needs of Male Victims of Sexual Trauma – 6 hrs.
5/21/2019	-Working with Intersectional, Transgender, and LGBTI Populations – 1 hr.
5/23/2019	- MOSAICS – TTA for Courts on Human Trafficking – 1 hr.
6/06/2019	-Trauma Informed Care and Response – 1 hr.
7/17/2019	-Gang Sex Trafficking Inside the Life – 1.5 hrs.
7/25/2019	- CVR-Housing Child Trafficking victims 1.25 hrs.
3/05/2019	-Advocating Alongside Survivors of Human Trafficking – 40 hrs.
11/01/2017	-Human trafficking: Law Enforcement Response and Investigation – 8 hrs.
02/02/2016	-Supporting LGBTQ Youth Experiencing Dating Violence – 1.0

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02/24/2016 -7th Annual Human Trafficking Conference – 6 hrs.
05/28/2015 -Advanced Immigration for Victim Advocates – 2 hrs.
09/28/2015 -Fresno Police Department Human Trafficking Training – 4 hrs.
11/09/2015 -Interacting Effectively with the Mental Ill – 4 hrs.
02/08/2013 -Best Practices in Servicing LGBTQ Individuals and Families – 6 hrs.
05/18/2011 -Understanding Child Neglect – 6 hrs.
06/10/2009 -California Victim Services Human Trafficking Training– 6 hrs.
04/23/2008 -Trauma Informed Client Management – 8 hrs.
12/04/2008 -Leadership Training -8 hrs.

2019 Training Faye Parra

Training

January to March Training stats recorded on VW Grant.

01/17/2019	CJ - Communication Skills for All Occassions [webinar] - Faye P - 1 hr
01/29/2019	DV - Domestic Violence 101 [webinar]- Faye P - 1.5 hr
02/07/2019	CJ - Safe at Home enrolling Agency Outreach and Training - Faye P - 1.5 hrs
02/13/2019	HT - CVHT case worker training day 1- Faye P - 8 hrs
02/14/2019	HT - CVHT case worker training day 2- Faye P - 8 hrs
02/21/2019	CJ - PRI MS - Probation Mandatory Victim Services system training - Faye P - 4
02/25/2019	HT - CVAHT Post HT Certification Computer Mandatory Empowerment Training -
03/04/2019	SA - Fresno County Mandated Sexual Harrassment SB - 1343 training - Faye P -
03/12/2019	HT - Developing Your Human Labor Trafficking Threat Assessment [webinar] - Fa
03/14/2019	CJ - The ADA for Justice Professionals [webinar] - Faye P - 1 hr
03/15/2019	SA - Fresno County DA's Office beginning Prosecutor training - Faye P - 6 hrs
03/19/2019	CJ -VehicularCrimes[webinar]- FayeP - 2 hrs
03/20/2019	CJ - Fighting ID Theft; Fraud and Cybercrime [webinar]- Faye P - 1 hr
03/27/2019	HT -10th Annual EOC HT Conference- FayeP - 8 hrs

Training

HA Grant went Active April 2019

04/16/2019	CJ - CalVCB On Line Application Pilot Program Team training - Faye P - 1 hr
04/23/2019	CJ - CalVCB Benefit Documentation [webinar] - Faye P - 2 hrs
04/24/2019	SA - CATT - Addressing the needs of Male victims of Sexual Trauma - Faye P -
04/25/2019	CJ - Pilot CalVCB - Upload Documentation - Faye P - 1 hr
05/07/2019	DV - Domestically Violent Home: Threats of Harm for Children [webinar] - Faye P
05/08/2019	CJ - How to Handle a Recanting Witness [webinar] - Faye P - 1 hr
05/08/2019	CA - Interviewing Children with Disabilities Part 1 [webinar] - Faye P - 1 hr
05/16/2019	CA - Building Resiliency for Girls in Juvenile Justice System by Disrupting the Abu hr
05/21/2019	CJ - Transcending Gender: Working with Intersectional, Transgender, and LGBTI F
05/21/2019	CJ - CalVCB On Line Application Pilot Program Team training - Faye P - 1 hr
05/22/2019	CJ - Self-Care for Justice Professionals [webinar] - Faye P - 1 hr
05/22/2019	CA - Child Interviewing Strategies Part 2 [webinar] - Faye P - 1.5 hrs
05/23/2019	HT - MOSAICS - TTA for Courts on Human Trafficking [webinar] - Faye P - 1 hr
05/23/2019	DV - Mindfulness in DV Work Part 1 [webinar] - Faye P - 1 hr
05/30/2019	CJ - CalVCB meet and greet [weblink] - Faye P - 1 hr
06/06/2019	CJ - Trauma Informed Care and Response: 101 Training [webinar] - Faye P - 1 h
06/07/2019	Safety - Fresno County Mandatory Heat Illness Training - Faye P - 30 min
06/12/2019	CJ - Fresno County Mandatory Security Training - Faye P - 30 min
06/12/2019	CJ - Fresno County Mandatory Phishing Training - Faye P - 30 min

06/13/2019	CJ - "Preparing for and Surviving Cross-Examination as a Witness"[webinar] - Faye P
06/18/2019	CJ - CalVCB-Care2 Overview/Online Manual [webinar] Faye P - 2 hrs
06/20/2019	DV - Mindfulness in DV Work part 2 [webinar] - Faye P - 1 hr
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07/17/2019	HT - Part 1: Gang Sex Trafficking Inside the Life - Faye P - 1.5 hrs
07/24/2016	Safety - County of Fresno Ergonomics Training - Faye P - 1 hr
07/25/2019	HT - CVR Webinar - Housing Child Trafficking Victims - Faye P - 1.25 hrs
08/05 to 8/09	HT - Advocating Alongside Survivors of Human Trafficking - Santa Ana - Faye P
08/27/2019	CJ - CJIS - Probation Mandatory Security & Awareness Training - Faye P - 1.5 hr

Cal OES Human Trafficking Advocacy Program Grant

FUND	SUBCLASS	ORG	ACCOUNT
0001	10000	34320415	4380