



PROBATION SPECIALIZED UNITS (PU) PROGRAM

Submitted by:

Kirk Haynes
Chief Probation Officer

Fresno County
Probation Department
3333 East American Ave., Suite B
Fresno, CA 93725

(559) 600-1298

AG
CAT

(Cal OES Use Only)						
Cal OES#	019-00000-17	FIPS#	019-00000	VS #	Subaward #	pu19 02 0100 sl

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

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

1. Subrecipient: County of Fresno County SC 1a. DUNS#: 932953037
2. Implementing Agency: Fresno County SC Probation Department 2a. DUNS#: 932953037
3. Implementing Agency Address: 3333 East American Ave, Suite B Fresno 93725-9247
City Zip+4
4. Location of Project: Fresno Fresno 93721-2613
City County Zip+4
5. Disaster/Program Title: Probation Specialized (PU) Units Program 6. Performance Period: 10/01/2019 to 09/30/2020
7. Indirect Cost Rate: ☒ N/A; ☐ 10% de minimis; ☐ Federally Approved ICR %

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2020	8. VAWA		\$ 100,000			\$ 33,333	\$ 33,333	\$ 133,333
Select	9. Select						\$ 0	\$ 0
Select	10. Select						\$ 0	\$ 0
Select	11. Select						\$ 0	\$ 0
Select	12. Select						\$ 0	\$ 0
	TOTALS	\$ 0	\$ 100,000	\$ 100,000	\$ 0	\$ 33,333	\$ 33,333	12. G Total Project Cost: \$ 133,333

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: 16. Federal Employer ID Number: 94600512
Name: Nathan Magsig Title: Chairman, Fresno County Board of Supervisors
Telephone: (559) 600-5000 FAX: (559) 600-1609 Email: District5@fresnocountyca.gov
(area code) (area code)
Payment Mailing Address: 3333 E. American Ave, Suite B City: Fresno Zip+4: 93725-9247
Signature: [Signature] Date: October 22 2019

(FOR Cal OES USE ONLY)

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

[Signature] 11/8/19 [Signature] 11-8-19
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
OCT 31 2019
BY: 688865

BNY: 2019-20 Chapter: 23 SL: 18419
Item: 0690-102-0890 Pgm: 0385
FAIN #: 2019-WF-AX-0040 07/01/19-06/30/21
Fund: Federal Trust AL#: 16.588
Program: Probation Specialized Units Program
Match Req.: 25%, C/K based on TPC
Project ID: OES19VAWA000012 Amount: \$100,000
Activity ID: LA18419VAWA0000 SC: 2019-18419

PROJECT CONTACT INFORMATION

Subrecipient: _____ Subaward #: _____

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: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/Zip + 4: _____

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

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/Zip + 4: _____

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

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/Zip + 4: _____

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

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/Zip + 4: _____

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: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/Zip + 4: _____

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: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/Zip + 4: _____

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

Name: _____ Title: _____

Telephone #: _____ Email Address: _____

Address/City/Zip + 4: _____

SIGNATURE AUTHORIZATION

Subaward #: 9 2 PU18 01 0100
07

Subrecipient: Fresno County

Implementing Agency: Probation Department

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

***Project Director:** Cliff Downing

Signature: 

Date: 08/19/2019

***Financial Officer:** Greg Reinke

Signature: 

Date: 8/19/19

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


Signature

Kristine Ruiz

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

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


Signature

NORABELE R. ELEGADO

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
With Statutory Requirements of the Violence Against Women Act (VAWA) Fund As Amended,
Services*Training*Officers*Prosecutors (STOP) Formula Grant Program

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

Subrecipient: County of Fresno

Implementing Agency: Probation Department

Project Title: Probation Specialized Units Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the 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 OMB Uniform Guidance 2 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 equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Jean M. Rousseau

Title: County Administrative Officer

Address: 2281 Tulare Street, Room 304, Fresno, CA 93721

Phone: 559-600-1710

Email: jrousseau@fresnocountyca.gov

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 will comply with the requirement to obtain a signed resolution from the City Council/Governing Board in support of this program. The Applicant agrees to 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 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 a signed resolution from the City Council/Governing Board illustrating that the official executing this agreement is, in fact, authorized to do so. The Applicant is also required to maintain the signed resolution on-site, and a copy must be readily available upon request by Cal OES.

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 Violence Against Women Act (VAWA) Funds

1. Applicability of Part 200 Uniform Requirements

The Subrecipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements").

2. Compliance with DOJ Grants Financial Guide

The Subrecipient agrees to comply with the Department of Justice Grants Financial Guide as posted on the OJP website (currently, the "2015 DOJ Grants Financial Guide"), 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 agrees to 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 Subrecipient or individuals defined (for purposes of this condition) as "employees" of the Subrecipient.

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

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

The Subrecipient agrees to 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 "2015 DOJ Grants Financial Guide").

5. 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.

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

The Subrecipient agrees to promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, 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:

- o Mail: Office of the Inspector General,
U.S. Department of Justice, Investigations Division,
950 Pennsylvania Avenue, N.W. Room 4706,
Washington, DC 20530;
- o E-mail: oig.hotline@usdoj.gov;
- o DOJ OIG hotline (contact information in English and Spanish): (800) 869-4499;
and/or
- o DOJ OIG hotline fax: (202) 616-9881.

Additional information is available from the [DOJ OIG website](http://www.usdoj.gov/oig) at <http://www.usdoj.gov/oig>.

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

The Subrecipient agrees to 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, 2016, are set out at <http://ojp.gov/funding/Explore/FY2016-AppropriationsLawRestrictions.htm>, and are incorporated by reference here.

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

The Subrecipient understands and agrees that 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. 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.

11. OVW Training Guiding Principles

The Subrecipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the [OVW Training Guiding Principles for Grantees and Subgrantees](https://www.justice.gov/ovw/grantees), available at <https://www.justice.gov/ovw/grantees>.

12. Supplanting

The Subrecipient understands and agrees that funds must be used to supplement, not

supplant, non-federal funds that would otherwise be available for the activities under this grant.

13. Statutory Requirements

The Subrecipient agrees to comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C 3711 et seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, and OVW's implementing regulations at 28 CFR Part 90.

14. Misuse of Award Funds

The Subrecipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

The Subrecipients understands and agrees that grant funds may be used only for the purposes in the Subrecipient's approved application.

15. Consultant Rates

The Subrecipient understands approval of this award does not indicate approval of any consultant rate in excess of \$650 per day or \$81.25 per hour. A detailed justification must be approved by the grantor prior to obligation or expenditure of such funds. Although prior approval is not required for consultant rates below these specified amounts, Subrecipients are required to maintain documentation to support all daily or hourly rates.

16. Materials and Publications

The Subrecipient understands and agrees that all materials and publications (written, visual, or sound) resulting from subgrant award activities shall contain the following statements: "This project was supported by Subgrant No. _____ awarded by the state administering office for the STOP Formula Grant Program. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the state or the U.S. Department of Justice, Office on Violence Against Women."

17. Victim Safety

The Subrecipient understands and agrees that grant funds will not support activities that compromise victim safety and recovery, such as: procedures or policies that

exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; pre-trial diversion programs not approved by OVW or the placement of offenders in such programs; mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims, penalizing victims who refuse to testify, or promoting procedures that would require victims to seek legal sanctions against their abusers (e.g., seek a protection order, file formal complaint); the placement of perpetrators in anger management programs; or any other activities outlined in the solicitation under which the approved application was submitted.

18. Copyright Approval

The Subrecipient understands advance written approval must be obtained to copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. In addition, the Subrecipient (or contractor or subcontractor) must comply with all conditions specified by the program manager in connection with an that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

The Subrecipient understands and agrees the Office on Violence Against Women reserves a royalty- free, nonexclusive and irrevocable right to reproduce, publish or otherwise use the work, in whole or in part (including in the creation of derivative works), for Federal purposes, and to authorize others to do so.

The Subrecipient understands and agrees it is their responsibility (and of each contractor or subcontractor as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

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: 

Authorized Official's Typed Name: Nathan Magsig

Authorized Official's Title: Chairman, Board of Supervisors

Date Executed: _____

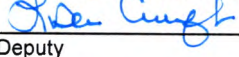
Federal Employer ID #: 94-6000512 Federal DUNS # 932953037

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

By 
Deputy

AUTHORIZED BY: (not applicable to State agencies)

☐ City Financial Officer

☒ County Financial Officer

☐ City Manager

☐ County Manager

☐ Governing Board Chair

Signature: 

Typed Name: Oscar J. Garcia

Title: Auditor-Controller/Treasurer-Tax Collector

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of Fresno		Subaward #: PU19 02 0100		
A. Personal Services – Salaries/Employee Benefits		VAWA 19	VAWA Match 19	COST
DEPUTY PROBATION OFFICER IV - 1 @ 100% \$6,532.16/month x 1 FTE x 12 months= \$78,386 (will only claim \$44,237)		\$10,995	\$33,333	\$44,328
Victim Witness Advocate - 1 @ 100% \$4,194.16/month x 1 FTE x 12 months= \$50,330		\$50,330		\$50,330
Benefits- 76.843% \$50,330 x 76.843% = \$38,675		\$38,675		\$38,675
Benefits Include retirement 51.16%, OADS 7.65%, health insurance 17.17%, unemployment .091%, benefit adm .198%, worker's comp .574%				
Personal Section Totals		\$100,000	\$33,333	\$133,333
PERSONAL SECTION TOTAL				\$133,333

BUDGET CATEGORY AND LINE ITEM DETAIL

[illegible]

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of Fresno		Subaward #: PU19 02 0100		
C. Equipment	VAWA 19	VAWA Match 19		COST
				\$0
				\$0
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Budget Narrative

The County of Fresno is applying to Cal OES for a \$133,333 Probation Specialized Units Program. This amount includes \$100,000 of grant funds from Cal OES and the required match of \$33,333 from the County of Fresno. If awarded, the \$100,000 Cal OES funds will provide: the full salary (\$50,330) plus the full benefits (\$38,676) for the one full-time Victim Advocate (VA) assigned to the VOISE program, and a portion of the salary (\$10,994) for the one full-time Deputy Probation Officer assigned to VOISE. The required 25% match of \$33,333 will be applied to the salary for the full-time Deputy Probation Officer (DPO). In addition, the Probation Department will provide for the other costs associated with the VOISE program that are not covered by the grant funds from Cal OES and the required match. The costs that will be paid by the Probation Department's budget are: the salaries and benefits of the DPO position in addition to the required match as well as the VOISE program's total operating expenses. These operating expenses are: Risk Management charges, communication charges, travel and per diem for staff attendance at a mandatory Cal OES meeting, and use of a Probation vehicle. The Probation Department's budget will also provide for the other administrative salaries associated with the VOISE program which include the Domestic Violence Probation Services Manager as Project Manager, the departmental Fiscal Officer, the Probation Services Manager over Crime Victim Assistance Center, as well as business and office support personnel.

Subrecipient: Fresno County Subaward #: _____

The Project Manager will have the administrative responsibility for implementing and overseeing the day-to-day operations of the VOISE project, while the Fiscal Officer will review documents for compliance with regulations and procedures regarding all financial matters as well as ensuring the appropriate expenditure of Cal OES grant funds.

Minimum requirements for the VOISE DPO include: a bachelor's degree and at least one year of experience supervising violent offenders as a sworn, peace officer. This full-time position will be responsible for intensely supervising high-risk offenders who are on probation for Domestic Violence, Sexual Assault, Dating Violence, or Stalking. This position will be held responsible for the level of supervision described in this proposal. Minimum requirements for a VA include: A Bachelor's degree acceptable in the United States accredited university system in Psychology, Sociology, Social Work, Criminology, or a related field or sixty (60) semester units, at least 15 of which must be in Psychology, Sociology, Social Work, Criminology, or a closely related field and two (2) years of full-time, paid work experience in victim services intake, counseling, and referral services. This full-time position will be responsible for collaborating with the VOISE DPO to meet the needs and concerns of victims of offenders enrolled in the VOISE program. This position will be held responsible for all victim services and collaborative activities described in this proposal.

Within the Probation Department's organizational chart, the VOISE Project is placed in the Domestic Violence/Sex Offender/Child Abuse/Elder Abuse Unit

Subrecipient: Fresno County Subaward #: _____

of the Adult Division. It will operate as a separate specialized function under the authority of the Project Manager. All staff assigned to the VOISE Project will be committed to the stated goals and objectives of the VOISE Project, regardless of funding streams.

The salary range does not include any mid-year adjustment that may be negotiated later. The benefits include:

- Unemployment*
- Retirement*
- OASDI includes Social Security and Medicare payments*
- Health Insurance*
- Benefits Administration Charges*
- Worker's Compensation*

* These charges are subject to actual charges and/or mid grant year adjustments.

Project Narrative

PROBLEM STATEMENT

Fresno County is the sixth largest of 58 California counties covering 6,017 square miles and offering both rural and urban lifestyles in a variety of landscapes. According to the California Department of Finance, Fresno is the tenth most populated county with 972,297 residents. 65% of the County's population resides near the center of the county in the densely populated, adjoining cities of Fresno and Clovis. The balance resides in suburban, rural and agricultural areas of Fresno County, which include 13 small cities, 42 towns, and many remote settlements that offer little to no direct services to residents.

Between 2005 and 2015, Fresno County's population increased by 10.4%, nearly twice the statewide growth rate of 5.6%. There are many challenges in providing services to a growing population with limited resources. Additional challenges are faced due to the cultural diversity that we enjoy. Fresno County is home to 112 distinct cultural groups with extensive diversity in languages, customs and norms. As a result, central valley residents have local access to a wide range of festive celebrations and foods from far distant lands.

Unfortunately, Fresno County's abundance of cultural diversity presents barriers to reporting Domestic Violence (DV), Sexual Assault, Dating Violence and Stalking. In addition, victims in some of these cultural groups are reluctant to seek help from outsiders. Establishing trust within these cultural communities requires ongoing awareness training for staff, while translation services and

Subrecipient: Fresno County Subaward #: _____

printed materials that provide an effective means of communication require additional resources.

The Fresno Police Department reports a dramatic increase in the volume of DV related calls for assistance within the past three years making the County the seventh highest in the state in such calls. Fresno County Superior Court indicates half of all misdemeanor arrests are DV related.

If awarded the Cal OES grant funds, Fresno County will continue to utilize the Violent Offender Intensive Supervision Endeavor (VOISE) program which employs a full-time journey level Deputy Probation Officer (DPO) and a full-time Victim Advocate (VA). The goal of VOISE is to intensely monitor offenders while minimizing further trauma to victims and families by providing victim protection and referrals to supportive services and counseling. The DPO will continue to develop individualized case plans targeting each offender's needs. Intensive supervision will encourage the offender to follow the plan. Victims of offenders enrolled in VOISE will continue to receive supportive services.

A specific protocol of intensive supervision has been developed for this program. The existing protocol will be further developed as collaborative efforts result in improved strategies to ensure victim safety and offender accountability.

*Each probationer will have contact with the VOISE DPO at least weekly, with face-to-face and field contacts preferred, while the person is out in Community Supervision and is in compliance. If the person returns to custody the provision would not apply.

Subrecipient: Fresno County Subaward #: _____

*Because the caseload will not exceed 40 probationers, the VOISE DPO will contact each probationer at a minimum of 40% face-to-face in the field, a minimum 40% face to face in the office and a maximum of 20% by telephone. Annually, it is anticipated this will result in: 520 face-to-face contacts in the office, 240 contacts in the field, and 550 telephone contacts.

*Records of all contacts and attempted contacts will be maintained by the VOISE DPO. *Contacts will be collected by the VOISE DPO and VA, tallied and reported monthly.

*Weekly contact with VOISE probationers will be audited monthly by the VOISE PSM.

*Monthly contact will be made with the treatment program where the probationer is enrolled. *Regular checks of police logs will be conducted to review if probationer is listed.

*Periodic drug and alcohol testing of probationer will be conducted.

* DPO work hours will alternate to allow for evening and weekend field visits with probationer.

*Periodic court reviews of probationer's file will be conducted.

*Appropriate sanctions will be requested if the probationer violates any type of court order.

*The VA will contact victims monthly during the term of the offender's probation. The VA will make every effort to locate the victim and document such attempts.

Subrecipient: Fresno County Subaward #: _____

Once contact is established, the VA will discuss the role of the probation officer and conditions of offender's probation.

In 2017, Fresno County law enforcement received 8,155 calls for DV calls: Of those, 5,196 were received by the City of Fresno Police Department; 891 by the City of Clovis Police Department; 2,068 by the Fresno County Sheriff's Office; the overall number does not include calls by the smaller police departments.

Due to the current Cal OES grant funds, we were able to create the current VOISE Program and successfully implement the following protocol:

- *Each probationer will have contact with the VOISE DPO at least weekly (with face-to-face and field contacts preferred).

- *Because the caseload will not exceed 40 probationers, the VOISE DPO will contact each probationer at a minimum of 40% face-to-face in the field, a minimum 40% face to face in the office and a maximum of 20% by telephone.

Annually, we anticipate this will result in: 520 face-to-face contacts in the office, 240 contacts in the field, and 550 telephone contacts.

- *Records of all contacts and attempted contacts will be maintained by the VOISE DPO.

- *Contacts will be collected by the VOISE DPO and VA, tallied and reported monthly.

- *Weekly contact with VOISE probationers will be audited monthly by the VOISE PSM.

Subrecipient: Fresno County Subaward #: _____

*Movement of a VOISE case to inactive will be considered when the offender is in custody or whereabouts unknown for 30 or more days. At no time shall the number of inactive cases exceed 20% of the overall cases assigned to VOISE. (While a case is on inactive status, contact with the probationer will not be maintained while services to the victim will continue.)

*The VOISE DPO will review STRONG (Static Risk Offender Needs Guide) assessments updated every 6 months, for risk level, to ensure offenders continue to meet VOISE criteria.

*The VOISE team will record monthly the number of active and inactive VOISE probationers. Various totals and statistics will be determined at the end of each reporting period.

In addition to the above activities implemented by VOISE, the Department utilizes the DV caseloads of: six felony supervision, mental-health, gang, and misdemeanor.

Due to the large number of DV cases and insufficient number of personnel to manage them, without the continuation of VOISE, existing DV caseloads will increase thus, negatively impact the victims and their children.

PLAN

1) Describe the minimum qualifications of proposed staff.

VOISE is led by the Probation Services Manager (PSM) assigned to the DV unit and staffed by a full-time DPO and a full-time VA.

Subrecipient: Fresno County Subaward #: _____

Minimum qualifications for a PSM include a Bachelor's Degree, and five years experience as a sworn peace officer in the Probation Department.

Minimum requirements for the VOISE DPO include a Bachelor's Degree and at least one year of experience supervising violent offenders as a sworn, armed peace officer.

Minimum requirements for the VOISE VA include:

OPTION 1:

Education: 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. Or

OPTION 2:

Education: Completion of sixty (60) semester units of coursework which is acceptable within the United States from an accredited college or university system. At least fifteen (15) of the required semester units must be in Psychology, Sociology, Social Work, Criminology, or a closely related field.

And

Experience: Two (2) years of full-time, paid work experience in victim services providing intake, counseling and referral services

2) Describe the criteria for probationer case assignment(s) to the unit.

All new probation felony DV cases will be assessed by the VOISE PSM.

Those representing the greatest risk to reoffend Static Risk Offender Needs Guide (STRONG) scores, as well as the greatest risk to the victim and/or public, will be

Subrecipient: Fresno County Subaward #: _____

referred to VOISE. Currently, all cases assigned to the VOISE caseload are High-Risk/Violent felony cases.

The following priority, will be used to accept cases for VOISE. Offenders convicted of

- a violent felony crime
- a violent misdemeanor crime when the case was originally filed as a felony
- a misdemeanor crime where there is an established pattern of crime related to DV, sexual assault, dating violence, and stalking

3) Provide projected statistics for the following:

- | | |
|---|-----|
| • Number of probationers during the reporting period | 60 |
| • Number of field contacts made with victims | 30 |
| • Number of in-person office contacts made with victims | 50 |
| • Number of telephone contacts made with victims | 300 |
| • Number of contacts with victims | 350 |

4) Firearms prohibition:

- Automated Firearms System (AFS) to search 60 project-specific probationers to identify those probationers possessing firearms

The number of projected-specific probationers searched using AFS will be reported. Each probationer assigned to the VOISE caseload will generate a search using the firearms registration databases, including the AFS. We anticipate approximately 60 searches will be made by the VOISE DPO. The

Subrecipient: Fresno County Subaward #: _____

results of AFS searches will be kept in individual VOISE probationer's case files and reported annually to Cal OES.

- Facilitate the removal of any prohibited firearm(s) from probationer and subsequent violation charges

The VOISE DPO will ensure the following:

*The number of Probationers found in possession of firearms will be reported and, if applicable, the removal of a firearm from a probationer's possession will be described.

*Each positive result from an AFS search for weapons registered to a VOISE probationer will result in Probation initiating a residence search. Searches and resulting confiscated contraband will be noted in VOISE probationers' case files.

*Each residence search where presence of weapons is suspected will involve local law enforcement partners, who will confiscate any firearms and generate new law violation reports as appropriate.

*All weapons in possession of, accessible by, or surrendered by VOISE probationers will be confiscated or received through our partnership with local law enforcement in compliance with DOJ regulations.

*The number of VOISE probationers found in possession of firearms and the details of removal of firearms will be reported to Cal OES annually.

- Contact probation caseload by telephone or by mail to ensure each probationer understands the provisions of the firearm prohibitions

Subrecipient: Fresno County Subaward #: _____

Upon entering Probation, each offender is given "Probation Instructions," which include prohibition to acquire or possess a firearm, pursuant to Sections 1202 1 and 29800 of the Penal Code. Each offender must sign, acknowledging that he/she has received a copy of the conditions of probation. In addition, each assigned offender will receive an in-person explanation of firearms prohibitions.

- Distribution of educational materials on firearm prohibitions and confiscation laws to: (at a minimum) probationers, firearm dealers, law enforcement, the courts, community-based victim advocates, and victims of DV

The VOISE DPO and VA will work in partnership with DOJ to identify and distribute educational materials on firearm prohibition and confiscation laws to: victims, probationers, firearms dealers, law enforcement agencies, the courts, victim advocates, and service providers.

5) Proposed training schedule/plan to ensure probation officer(s) assigned to the project receive Program-specific training.

The Fresno County Probation Department will send the VOISE DPO and/or the VA to training where appropriate and as required by Cal OES.

6) Describe how the monthly probation caseload is determined and maintained at a reduced level.

Cases are assigned to the VOISE caseload by the VOISE PSM. Cases are added to the caseload due to attrition by the expirations of probation and probationers that are committed to California Department of Corrections and

Subrecipient: Fresno County Subaward #: _____

Rehabilitation. Movement of a VOISE case to inactive status will be considered when the offender is in custody for longer than 30 days, or has fled with whereabouts unknown for 30 or more days. At no time shall the number of cases on inactive status exceed 20% of the overall cases assigned to VOISE. While a case is on inactive status, weekly contact with the probationer will not be maintained. However, services to the victim will continue to be provided. At the end of each month, the number of active VOISE probationers on the caseload will be recorded. The monthly totals will be summed at the end of the contract period and divided by twelve to produce the average number on the caseload. It is anticipated that there will be an average of 25 probationers intensively supervised under VOISE during the reporting period.

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

Subrecipient <u>Fresno County</u>	Duns# <u>932953037</u>	FIPS# <u>019-00000</u>
Disaster/Program Title: <u>Probation Specialized Units (PU) Program</u>		
Performance Period: <u>10/01/19</u> to <u>09/30/20</u>		Subaward Amount Requested: <u>\$ 133,333</u>
Type of Non-Federal Entity (Check Box): <input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> 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?	Always
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>October 22, 2019</u>
Print Name and Title: <u>Nathan Magsig, Chairman, Board of Supervisors</u>	Phone Number: <u>550-600-15000</u>

Cal OES Staff Only: SIIRAWART # _____

ATTEST:

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

By: 

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.

14*

16

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

1,007,299

Fresno County Probation Department

Kirk Haynes
Chief Probation Officer

Personnel Development & Research
Probation Division Director
Joy Thompson

Adult Division
Cliff Downing

Administration Division
Greg Reinke

Juvenile
Division

Detention
Division

Commitment
Division

Crime Victim Assistance Center
Probation Services Manager
Karen Roach

Domestic Violence/Sex Offender/Child Abuse Unit
Kristine Ruiz

Financial Services
Supervising Accountant
Norabelle Elegado

Automation
Senior Business
Systems Analyst
David Touma

Victim Witness Grant

Viktoria Grigoryan, Sr. Victim Advocate
Gwen Pfozt, 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 Coulter, Office Assistant I
Mia Castillo, Student Worker/Extra Help
Vacant (2), Student Worker/Extra Help

Underserved Victims

Debra Gorham, Victim Advocate
Tony Villela, Victim Advocate

Probation Specialized Units (VOISE) 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 (DPO)

Domestic Violence

Adrian Pizarro, DPO IV
Jimmy Duarte, DPO III
Manuel Gonzalez, DPO I
Pao Vang, DPO III
Myra Gomez-Valencia, DPO III
Teresa Silva, DPO II
Hannah Wilkerson, DPO I
Ricardo Avila, PT I
Rebekah Simons, SPO III
Audrey Rodriguez, DPO I
Michaela Dotson, DPO II

Sex Offender/Child Abuse

Jeremiah Vang, DPO III
Mark Cutshall, DPO IV
Erik Ruiz, DPO III
Laurie Briones, DPO III
Nicole Morales, DPO IV
Vacant, DPO I, II, III

Probation Specialized Units (VOISE) Grant

David Jimenez, DPO IV

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