



May 19, 2021

Joyce Dudley, District Attorney
Santa Barbara County
1112 Santa Barbara Street
Santa Barbara, CA 93101-2008

Subject: **NOTIFICATION OF APPLICATION APPROVAL**
Electronic Suspected Child Abuse Reporting System Program
Subaward #: ES20 03 0420, Cal OES ID: 083-00000

Dear Ms. Dudley:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$250,000, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt.

This subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on Cal OES website at www.caloes.ca.gov.

Any funds received in excess of current needs, approved amounts, or those found owed as a result of a close-out or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Should you have questions on your subaward please contact your Program Specialist.

VSPS Grants Processing

Enclosure

c: Subrecipient's file

Cal OES #	083-00000-16	FIPS #	083-00000	VS#		Subaward #	ES 20 03 0430
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CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES *SMC*
GRANT SUBAWARD FACE SHEET

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

- 1. Subrecipient: County of Santa Barbara 1a. DUNS#: 131851219 ✓
- 2. Implementing Agency: Santa Barbara County-Office of the District Attorney 2a. DUNS#: 131851219
- 3. Implementing Agency Address: 1112 Santa Barbara Street Santa Barbara 93101-2008
(Street) (City) (Zip+4)
- 4. Location of Project: Santa Barbara Santa Barbara 93101-2008
(City) (County) (Zip+4)
- 5. Disaster/Program Title: Electronic Suspected Child Abuse Reporting System Program 6. Performance Period: 1/1/2021 to 12/31/2021
(Start Date) (End Date)
- 7. Indirect Cost Rate: 10% de minimis Federally Approved ICR (if applicable): _____ %

SMC

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
9C JA0	Select	Select		145,525					145,525
20C JA0	Select	Select		\$200,000					\$200,000
10.	Select	Select		104,475					104,475
11.	Select	Select							
12.	Select	Select							
Total Project Cost				<u>\$200,000</u>	<u>\$200,000</u>				<u>\$200,000</u>

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: Joyce Dudley Title: District Attorney
 Payment Mailing Address: 1112 Santa Barbara Street City: Santa Barbara Zip Code+4: 93101-2008
 Signature: *Joyce Dudley* Date: 11/20/20
 16. Federal Employer ID Number: 956002333

(FOR Cal OES USE ONLY)

DocuSigned by: I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above. <u>Mary Tucker</u> 5/19/2021 (Cal OES Fiscal Officer) (Date)	DocuSigned by: <u>Heather Carlson</u> 5/19/2021 (Cal OES Director or Designee) (Date)
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ENY: 2020-21 Chapter: 6 SL: 18429
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: G-1901CACJA1 10/01/19-09/30/22
 Fund: Federal Trust AL#: 93.643
 Program: Electronic Suspected Child Abuse Reporting System Program
 Match Req.: None
 Project ID: OES19CJA0000012
 SC: 2020-18429 Amount: \$145,525

DS
JH

ENY: 2020-21 Chapter: 6 SL: 18420
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 2001CACJAI 10/01/20-09/30/23
 Fund: Federal Trust AL#: 93.643
 Program: Electronic Suspected Child Abuse Reporting System Program
 Match Req.: None
 Project ID: OES20CJA0000012
 SC: 2020-18420 Amount: \$104,475

Received 11/25/2020
 ML# 733608 OS for AP

✓

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

1. Cal OES Contact Information Section:

Governor's Office of Emergency Services
 Mark S. Ghilarducci, Director
 3650 Schriever Avenue
 Mather, CA 95655
 (916) 845-8506 (phone)

2. Federal Awarding Agency Section:

Fund Year	Federal Program Fund / AL#	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2019	Children's Justice Act Program (CJAQ) / 93.643	Department of Health and Human Services	\$1,778,366	\$1,600,530
2020	Children's Justice Act Program (CJA) / 93.643	Department of Health and Human Services	\$1,772,461	\$1,595,215
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

3. Project Description Section:

- Project Acronym (Please choose from drop down):
Electronic Suspected Child Abuse Reporting System Program (ES)
- Project Description (Please type the Project Description):
The purpose of the Electronic Suspected Child Abuse Reporting System ("E-SCARS") Program is to improve the system of information sharing between the multidisciplinary agencies: county child welfare departments, local law enforcement agencies, and the local district attorney's offices through a shared database system for suspected child abuse reports. This improved system of information sharing between the multidisciplinary agencies is aimed at improving coordinated response and investigation of reported suspected child abuse and neglect cases.

4. Research & Development Section:

- Is this Subaward a Research & Development grant?
 Yes No



Grant Subaward Contact Information

Grant Subaward #: ES20 03 0420

Subrecipient: Santa Barbara County

1. **Grant Subaward Director:**

Name: Joyce Dudley Title: District Attorney
Telephone #: 805-568-2306 Email Address: Jdudley@co.santa-barbara.ca.us
Address/City/ Zip Code (9-digit): 1112 Santa Barbara Street, Santa Barbara, CA 93101-2008

2. **Financial Officer:**

Name: Michael Soderman Title: Chief Financial and Administrative Officer
Telephone #: 805-568-2306 Email Address: Mdsoderman@co.santa-barbara.ca.us
Address/City/ Zip Code (9-digit): 1112 Santa Barbara Street, Santa Barbara, CA 93101-2008

3. **Programmatic Point of Contact:**

Name: Michael Soderman Title: Chief Financial and Administrative Officer
Telephone #: 805-568-2306 Email Address: Mdsoderman@co.santa-barbara.ca.us
Address/City/ Zip Code (9-digit): 1112 Santa Barbara Street, Santa Barbara, CA 93101-2008

4. **Financial Point of Contact:**

Name: Michael Soderman Title: Chief Financial and Administrative Officer
Telephone #: 805-568-2306 Email Address: Mdsoderman@co.santa-barbara.ca.us
Address/City/ Zip Code (9-digit): 1112 Santa Barbara Street, Santa Barbara, CA 93101-2008

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

Name: Joyce Dudley Title: District Attorney
Telephone #: 805-568-2306 Email Address: Jdudley@co.santa-barbara.ca.us
Address/City/ Zip Code (9-digit): 1112 Santa Barbara Street, Santa Barbara, CA 93101-2008

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

Name: Joyce Dudley Title: District Attorney
Telephone #: 805-568-2306 Email Address: Jdudley@co.santa-barbara.ca.us
Address/City/ Zip Code (9-digit): 1112 Santa Barbara Street, Santa Barbara, CA 93101-2008

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

Name: Gregg Hart Title: Chair, Board of Supervisors
Telephone #: 805-568-2191 Email Address: ghart@countyofsb.org
Address/City/ Zip Code (9-digit): 105 Anapamu Street, Santa Barbara, CA 93101-2000



Grant Subaward Signature Authorization

Grant Subaward #: ES20 03 0420

Subrecipient: Santa Barbara County

Implementing Agency: Santa Barbara County District Attorney's Office


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


Grant Subaward Director:

Financial Officer:

Printed Name: Joyce Dudley

Printed Name: Michael Soderman

Signature:  _____
DocuSigned by: 199BEA108A741B...

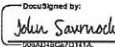
Signature:  _____
DocuSigned by: 4EBB0B40CF4043F...

Date: 4/14/2021

Date: 4/16/2021

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

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

Signature:  _____
DocuSigned by: 000XU18C57D111A...

Signature: _____

Printed Name: John Savrnock

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
Children's Justice Act (CJA) Grant**

I, Joyce E. Dudley hereby certify that
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

Subrecipient: Santa Barbara County

Implementing Agency: Santa Barbara County-Office of the District Attorney

Project Title: Electronic Suspected Child Abuse Reporting System 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: Henry Ventura

Title: Equal Opportunity Manager

Address: 1226 Anacapa Street, Santa Barbara, CA 93101

Phone: (805) 568-2805

Email: hventura@co.santa-barbara.ca.us

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 written authorization from the city council/governing board that the official executing this agreement 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 will 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 Conditions for Grant Subawards with Children's Justice Act (CJA) Funds

1. Federal grant funds shall not be used to support inherently religious activities such as religious instruction, worship, or proselytization. Therefore, organizations must take steps to separate, in time or location, their inherently religious activities from the services funded under this program. Regulations pertaining to the prohibition of Federal funds for inherently religious activities can be found on the HHS website at: <https://www.acf.hhs.gov/administrative-and-national-policy-requirements#chapter-2>.
2. Federal grant funds provided under this subaward may not be used by the Subrecipient to support lobbying activities in influence proposed or pending Federal or State legislation or appropriations. This prohibition is related to the use of Federal grant funds and is not intended to affect an individual's right or that of any organization, to petition Congress or any other level of Government, through the use of other resources. (See 45 CFR Part 93.)

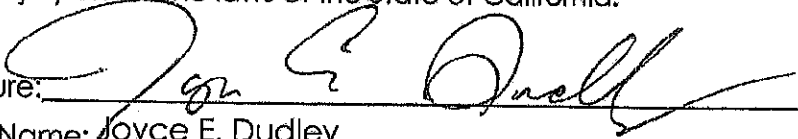
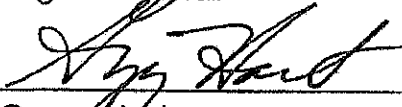
In accordance with Public Law 103-333, the "Department of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act of 1995," the following provisions are applicable to this grant subaward:

Section 507: "Purchase of American-Made Equipment and Products – It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available in this Act should be American-made."

In accordance with Part C of Public Law 103-227, the "Pro-Children Act of 1994," smoking may not be permitted in any portion of any indoor facility owned or regularly used for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs wither directly or through State or local governments. Federal programs include grants, cooperative agreements, loans and loan guarantees, and contracts. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions or facilities and used for inpatient drug and alcohol treatment.



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	
<p>I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby 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.</p>	
Authorized Official's Signature:	
Authorized Official's Typed Name:	Joyce E. Dudley
Authorized Official's Title:	District Attorney
Date Executed:	11/20/20
Federal Employer ID #:	95-6002833
Federal DUNS #:	131851219 SMC
Current System for Award Management (SAM) Expiration Date:	12/31/2020 11/23/2021
Executed in the City/County of:	Santa Barbara
<p>AUTHORIZED BY: (not applicable to State agencies)</p> <p> <input type="checkbox"/> City Financial Officer <input type="checkbox"/> County Financial Officer <input type="checkbox"/> City Manager <input type="checkbox"/> County Manager <input checked="" type="checkbox"/> Governing Board Chair </p>	
Signature:	
Typed Name:	Gregg Hart
Title:	Chair, Santa Barbara County Board of Supervisors



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Santa Barbara County		Grant Subaward #:ES20030420	
A. Personnel Costs - Line-item description and calculation	CJA019	CJA020	Total Amount Allocated
0.20 FTE EDP Systems and Programming Analyst			
Salary: \$106,230 x .20 FTE	\$10,623	\$10,623	\$21,246
Retirement @ 30%	\$3,187	\$3,187	\$6,374
FICA @ 7.65%	\$813	\$813	1026 \$1,625
Health Insurance @ 9%	\$956	\$956	1912 \$1,912
0.05 FTE IT Manager			
Salary: \$133,097 x 0.05 FTE	\$3,327	\$3,327	10054 \$6,655
Retirement @ 30%	\$998	\$998	1990 \$1,997
FICA @ 7.65%	\$255	\$255	510 \$509
Health Insurance @ 9%	\$299	\$299	598 \$599
0.20 FTE Chief Deputy District Attorney			
Salary: \$210,558 x 0.20 FTE	\$21,056	\$21,056	\$42,112
Retirement @ 30%	\$6,317	\$6,317	\$12,634
FICA @ 7.65%	\$1,611	\$1,611	\$3,222
Health Insurance @ 9%	\$1,895	\$1,895	\$3,790
0.75 FTE SCARS Coordinator/Auditor			
Salary: \$74,075 x 0.75 FTE	\$27,778	\$27,778	\$55,556
Retirement @ 30%	\$8,333	\$8,333	16666 \$16,667
FICA @ 7.65%	\$2,125	\$2,125	\$4,250
Health Insurance @ 9%	\$2,500	\$2,500	\$5,000
Personnel Costs Fund Source Totals	✓ \$92,073	✓ \$92,073	✓ 184146 \$184,147
PERSONNEL COSTS CATEGORY TOTAL			\$184,147

9184,146
MR



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Santa Barbara County	Grant Subaward #: ES20030420		
B. Operating Costs - Line-item description and calculation	CJA019	CJA020	Total Amount Allocated
Implementation			
Office365 annual licenses	\$2,005		\$2,005
MS Azure for eSCARS	\$2,000		\$2,000
eSCARS software development services	\$17,858		\$17,858
Office expenses	\$2,813	\$2,007	\$4,820
CEQA Notice of Exemption filing fee	\$50		\$50
Hardware equipment for eScars team - laptop	\$2,000		\$2,000
1 HP ProBook - \$1,200			
HP 5 yr Carepack - \$175			
MS office standard 2019 - \$300			
Misc Fees + Taxes - \$325			
Training & Development			
LACO Consultancy (\$84/hr x 150 hrs)	\$12,600		\$12,600
<i>LACO eScars Meeting</i>			
Lodging x 2 staff @ 175 = \$350	\$175	\$175	\$350
Meals \$52.5 x 1 day x 2 staff	\$52 \$53	\$53	\$105
Mileage = 680 miles x .58	\$197	\$197	\$394
<i>Escars Sacramento Training</i>			
Lodging x 4 staff @ \$98/night = \$392	\$196	\$196	\$392
Meals: \$32 x 2 days x 2 staff = \$128	\$64	\$64	\$128
Mileage @724 mil. X .58 = \$420	\$210	\$210	\$420
Parking @\$4 x 1	\$2	\$2	\$4
Indirect @10% de minimus			



Cal OES

GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Budget Pages

Multiple Fund Sources

Subrecipient: Santa Barbara County		Grant Subaward #: ES20030420	
B. Operating Costs - Line-item description and calculation	CJA019	CJA020	Total Amount Allocated
= (S&B + Operating Costs + Equipment) x 10% <i>Indirect Costs will be used to support Admin and overhead costs related to the Escars grant</i>	13230	9498	\$22,727 \$ 22,728 (B)
			✓ \$65,854 (B)
Operating Costs Fund Source Totals	✓ \$53,452	\$12,401	\$65,853
OPERATING COSTS CATEGORY TOTAL		(B) ✓ \$12,402	\$65,853

\$ 65,854 (B)
MR



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Santa Barbara County		Grant Subaward #: ES20030420	
C. Equipment Costs - Line-item description and calculation	CJA019	CJA020	Total Amount Allocated
Equipment Costs Fund Source Totals			
EQUIPMENT COSTS CATEGORY TOTAL			

Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet	Fund Source 3	Fund Source 4	Total Project Cost
Fund Source Totals	✓ \$145,525	✓ \$104,475	✓ \$250,000

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VSPS Budget Summary Report

ES20 Electronic Suspected Child Abuse Reporting System Program

Subaward #: ES20 03 0420

Santa Barbara County

Performance Period: 01/01/21 - 12/31/21

Electronic Suspected Child Abuse Reporting System Program

Latest Request: , Not Final 201

A. Personal Services - Salaries/Employee Benefits

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	19CJA0	92,073	0	92,073	0	92,073
F	20CJA0	92,073	0	92,073	0	92,073
Total A. Personal Services - Salaries/Employee Benefits:		184,146	0	184,146	0	184,146

B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	19CJA0	53,452	0	53,452	0	53,452
F	20CJA0	12,402	0	12,402	0	12,402
Total B. Operating Expenses:		65,854	0	65,854	0	65,854

C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	19CJA0	0	0	0	0	0
F	20CJA0	0	0	0	0	0
Total C. Equipment:		0	0	0	0	0

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	0	0	0	0	0
Total Funded:	250,000	0	250,000	0	250,000
Total Project Cost:	250,000	0	250,000	0	250,000

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

05/19/21



Grant Subaward Budget Narrative

Grant Subaward #: ES20 03 0420

Subrecipient: Santa Barbara County

Budget Narrative

The eSCARS Program Budget is a comprehensive budget which includes the cost of project implementation of the eSCARS program for a one-year period. The total proposed budget is \$250,000. The budget includes Operating Expenses in the amount of \$65,853 and Personnel Services in the amount of \$184,147. All salaries and expenses budgeted are directly allocable to the program. Budgeted administrative costs are kept to the 10% de minimus rate. Budgeted personnel costs are based on the projected amount of time each position will spend in direct support of program activities, as detailed below. Actual costs billed will be based on time coded directly to the project, on the employees' timecards. All budgeted positions are expected to receive a 3% cost of living adjustment (COLA) on July 1, 2021.

Implementation

The eSCARS System Implementation includes Operating Expenses for software, system development & programming, and consulting expenses as described below:



Grant Subaward Budget Narrative

Grant Subaward #: ES20 03 0420

Subrecipient: Santa Barbara County

- Yearly Software Expense \$4,005 – Funding for licenses necessary for the operation of the local eSCARS system, including Office365 and MicroSoft Azure SQL database and infrastructure for hosting the eSCARS system.
- Vendor Program Development and Programming \$17,858 – This includes programming and implementation of the Santa Barbara County eSCARS system including third party tools, API connections to associated software, integration to SQL database, and publishing a secure public website. In addition, the vendor will develop a cross-agency reporting function.
- One laptop- \$2,000 is budgeted and this includes one HP ProBook along with hardware Carepack and software that will be essential for the monitoring of the eSCARS database.
- LACO Consultancy \$12,600 – LACO consulting fee of \$84 per hour for a total of 150 hours.
- Travel - \$1,443 is budgeted for travel to trainings in Sacramento and Los Angeles.
- Other – funds are also budgeted for \$5,911 in Office Expense directly related to the project implementation, and \$50 for the California Environmental Quality Act (CEQA) Filing Fee to file the Notice of Exemption (NOE).



Grant Subaward Budget Narrative

Grant Subaward #: ES20 03 0420

Subrecipient: Santa Barbara County

- Indirect is budgeted at the 10% de minimums rate, for a total of \$22,727.

The Implementation Personnel Services includes the following personnel needed for system support and implementation:

- EDP Systems and Programming Analyst @ 0.20 FTE = \$31,157 salaries and benefits. This EDP Analyst will collaborate with Sytech in addressing any technical issues and customization that come from the stakeholder subject matter expert training and testing. The EDP Systems and Programming Analyst will also lead the testing and Go-live of the eSCARS system.
- IT Manager @ 0.05 FTE = \$9,759 salaries and benefits. The IT Manager will provide technical oversight of the project implementation, including coordination with vendors and supervision and support of the EDP Systems and Programming Analyst.
- Chief Deputy District Attorney (CDDA) @ 0.20 FTE = \$61,757 salaries and benefits. The CDDA will provide oversight of ongoing implementation of partner Memoranda of Understanding, in addition to providing feedback from Deputy District Attorneys on the functionality of the system and its ability to adequately meet business needs.



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- SCARS Coordinator/Auditor (VWPS) @ 0.75 FTE= \$81,473 salaries and benefits. The SCARS Auditor will monitor the consistency of handling and timeliness of opening SCARS by all LEA's. In addition, they will be responsible for the auditing all LEA's in Santa Barbara County, DSS, and the DA for statutory compliance with Penal Code § § 11166 (j) and (k). Provide on-going training with the designated DA to law enforcement personnel, social workers, and DA staff related to eSCARS.



Grant Subaward Programmatic Narrative

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Subrecipient: Santa Barbara County

Plan

The eSCARS system will allow for the cross reporting of electronic suspected child abuse referrals amount the Santa Barbara County Child Welfare department (CWS), District Attorney's office (SBDA) consulted with Los Angeles County)LA County) regarding their existing system, established relationships with collaborators, formed a team to implement eSCARS in Santa Barbara County, and worked with Yolo County to identify and onboard a vendor who is currently programming the Santa Barbara eSCARS system. During the 2021 grant term, SBDA will conclude beta-testing the Satna Barbara eSCARS system, provide training to collaborators on use of the new system roll-out the system for use and continue to test and refine the system as feedback is received from users

Operational Agreement with Los Angeles County

SBDA entered into an Operational Agreement with LA County in July 2018. This agreement established guidelines for consultation and training services by LAC DCFS to assist SBDA, as well as the Yolo County District Attorney, in their acquisition, development, and implementation of eSCARS applications. The current Operational Agreement is Valid through November 2021 and will be renewed as required during the 2021 grant term. During the 2021 grant term,



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SBDA will continue to consult with LA County on developing a training program for partner agencies, and initial implantation activities.

Vendor Selection

During the initial grant term, in conjunction with Yolo County, SyTech Solutions, Inc (SyTech) was chosen through a competitive bid process as the vendor to create the eSCARS database in MS SQL from the existing Los Angeles County Oracle database. In May 2019, the team obtained the latest code from LA County. And work began to build the eSCARS in June 2019. SyTech expects to complete the programming of the eSCARS database and user access interface by December 2020.

During the 2020 grant term, SyTech built customizations for the system to pull required data points from CWS MGS and complete the web interface. SyTech will also assist in the creation of training documentation, and training SBDA, Santa Barbara Department of Social Services Child Welfare Services Division (CWS), and local Law Enforcement Agencies (LEs) to electronically cross report state-mandated information on suspected child abuse cases. In Addition, the eSCARS will allow designated users from these agencies to search historical SCARs by suspect, victim, address, etc. The eSCARS system will give SBDA visibility into all active SCARs to ensure that required follow-up by CWS and LEAs is occurring.



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Santa Barbara District Attorney Team Formed

SBDA has assembled a team to oversee the project and provide technical support to local partner agencies. The team consists of:

- 0.20 FTE EDP Analyst who will provide technical support to partner agencies, program business reports to extract data from internal and external systems and upload it into the eSCARs, and provide feedback to the vendor on the technical and format/file type of the SCAR data;
- 0.05 FTE IT Supervisor to provide oversight of the technical components of the project;
- 0.15 FTE Chief Deputy District Attorney who provides feedback from Deputy District Attorney on the functionality of the system and business needs; and
- 0.05 FTE SCARS auditor to coordinate and monitor all SCAR logs.

Once SyTech completes the eSCARS system in early December, the EDP Analyst will coordinate with CWS technical staff to test the data from the existing CWS MCS system to ESCARS for the initial and ongoing data population of the eSCARS database. Once the ESCARS data is populated, the eSCARS system will be ready for initial agency testing.

During the 2021 grant year, the SVDA EDP Analyst collaborating with SyTech, will add local customizations to the system. This will include programming data



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exchange interfaces to enable local systems to exchange data direct into and out of the eSCARS system. This will further the goal of reducing the data entry errors associated with a paper process. For example, SBDA will contact the software companies of the existing Law Enforcement case management systems to see if an Application Programming Interface (API) is available to help program interfaces between eSCARS and the existing case management systems. Also, SBDA will work with the Department of Justice to request to import data from the California Sex and Arson Registry.

Before roll-out, and as the system is implemented and new features are added, the SBDA EDP Analyst will oversee testing of the system to ensure appropriate functionality. The DEP Analyst will respond to feedback provided by stakeholders to improve functionality of and satisfaction with eSCARS.

Collaboration with Local SCAR-Submitting Agencies

In 2017 SBDA, CWS, and the Santa Barbara County Sheriff entered into an Operational Agreement establishing collaboration between the three agencies for development of eSCARS. This Operational Agreement is included as an attachment and has been renewed to extend the term not 2021 and beyond.

SBDA has drafted local Operation Agreement with Santa Barbara County Public Health, local city Police Departments, and the Santa Barbara County



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Sheriff. These agreements affirm the collaboration between agencies to assist victims of child abuse, and to commit to sharing via the eSCARS system. SBDA will be distributing these agreements for review and signature at the kick-off meeting, to occur before December 31, 2020. Copies of the unsigned local Operational Agreements are attached to this proposal.

In Late 2020/early 2021, SBDA will meet with CWS partners to formalize the data access for eSCARS. In addition, formal protocols will be developed, pursuant to Welfare and Institutions code 18961.6, to ensure that only those provider agencies entitled to obtain criminal history records can access the information.

During the 2021 grant term, SBDA will provide presentations on the eSCARS system to each partner agency. In addition, SBDA will provide comprehensive training to representatives from each partner agency, with the intent that these individuals will serve as eSCARS trainers for other users at their agency. As the eSCARS system is rolled out to CWS and LEAs, as well as SBDA staff, the SVDA EDP Analyst will provide user support when questions arise and respond to Feedback on system functionality.

During the County's FY2021-2022 budget development process, the district Attorney and each partner agency will identify the ongoing cost



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associated with eSCARS, and possible ongoing sources of funds, to ensure the long-term sustainability of the program after the end for the 2021 grant term.

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

Subrecipient <u>Santa Barbara County</u>	Duns# <u>131851219</u>	FIPS# <u>083-00000</u>
Disaster/Program Title: <u>Electronic Suspected Child Abuse Reporting System Program</u>		
Performance Period: <u>01/01/21</u> to <u>12/31/21</u>	Subaward Amount Requested: \$ 200,000 <u>\$250,000</u> <i>MR</i>	
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?	\$ 3,000,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	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) <i>Joyce E. Dudley</i>	Date: 11/13/2020
Print Name and Title: Joyce E. Dudley, District Attorney	Phone Number: 805-568-2306
Cal OES Staff Only: SUBAWARD # <u>ES20 03 0570</u>	



Grant Subaward Service Area Information

Grant Subaward #: ES20 03 0420

Subrecipient: Santa Barbara

1. County or Counties Served:
Santa Barbara County

County where principal office is located: Santa Barbara County

2. U.S. Congressional District(s) Served:
24th

U.S. Congressional District where principal office is located: 24th

3. State Assembly District(s) Served:
37th, 35th

State Assembly District where principal office is located: 37th

4. State Senate District(s) Served:
19

State Senate District where principal office is located: 19

5. Population of Service Area: 446,499