



May 20, 2019

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

Subject: **NOTIFICATION OF APPLICATION APPROVAL**
Child Advocacy Center Program
Subaward #: KC18 02 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 \$200,000, 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

CAJ

(Cal OES Use Only)					
Cal OES#	083-00000-16	FIPS#	083.00000	VS #	Subaward # KC18 02 0420

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:

- Subrecipient:** County of Santa Barbara **1a. DUNS#:** 131851219
- Implementing Agency:** District Attorney's Office **2a. DUNS#:** 131851219
- Implementing Agency Address:** 1112 Santa Barbara Street Santa Barbara 93101-2008
Street City Zip+4
- Location of Project:** 310 Junipero Street Santa Barbara 93105-4305
County Zip+4
- Disaster/Program Title:** Child Advocacy Center (CAC) Program **6. Performance Period:** 04/01/19 to 03/31/2020
- Indirect Cost Rate:** N/A; 10% de minimis; Federally Approved ICR _____%

NA

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2019	8. VOCA		\$ 200,000		\$ 10,000		\$ 10,000	\$ 210,000
Select	9. Select						\$ 0	\$ 0
Select	10. Select						\$ 0	\$ 0
Select	11. Select						\$ 0	\$ 0
Select	12. Select						\$ 0	\$ 0
TOTALS		\$ 0	\$ 200,000	\$ 200,000	\$ 10,000	\$ 0	\$ 10,000	12. G Total Project Cost: \$ 210,000

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: 95-6002833
Name: <u>Joyce Dudley</u> Title: <u>District Attorney</u>	
Telephone: <u>805-568-2308</u> (area code) FAX: <u>805-568-2398</u> (area code) Email: <u>jdudley@co.santa-barbara.ca.us</u>	
Payment Mailing Address: <u>1112 Santa Barbara Street</u> City: <u>Santa Barbara</u> Zip+4: <u>93101-2008</u>	
Signature: <u>Joyce Dudley</u> Date: <u>2/13/19</u>	

(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.

<u>Yvonne Rucker</u> <u>5/7/19</u>	<u>John S. ...</u> <u>5-13-19</u>
Cal OES Fiscal Officer Date	Cal OES Director (or designee) Date

Yr: 2018-19 / Chapter: 29/ PCA No: 18407
 Item: 0690-102-0890 Component: 40.20.451
 FAIN #: 2017-VA-GX-0084 CFDA#: 16.575
 Federal Award Dates: 10/01/16 - 09/30/20
 Fund: Federal Trust
 Program: Child Advocacy Center Program
 Match Req.: 20%, C/K based on TPC - Partial Match Waiver
 Project No.: 17VOCA Amount: \$ 200,000

M/L # 675284

RECEIVED

OES 420

JR

SPECIAL CONDITION

Grant Subaward No. KC18020420 is hereby approved with the following condition:

- **Operational Agreement with Child Abuse Listening Mediation (CALM)**
must be received by Cal OES within 60 business days of receipt of executed Grant Subaward Agreement.

Please refer to *Subrecipient Handbook* Section 4300 for the list of elements that must be included in Operational Agreements.

Failure to comply with these requirements may result in the withholding and disallowance of grant payments, the reduction or termination of the Grant Subaward and/or the denial of future grant funds.

**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 • (916) 845-8511 fax

2. Federal Awarding Agency Section:

Fund Year	Federal Program Fund / CFDA #	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2017	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$218,943,281	\$210,185,550
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.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

3. Project Description Section:

- Project Acronym (Please choose from drop down):
Child Advocacy Center Program (KC)

- Project Description (Please type the Project Description):
Provides child abuse victims with an age-appropriate forensic interview in a family-friendly location and ongoing victim services for the child and family unit.

4. Research & Development Section:

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

PROJECT CONTACT INFORMATION

Subrecipient: Santa Barbara County District Attorney's Office Subaward #: KC18 02 0420

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

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

Name: Joyce Dudley Title: District Attorney
Telephone #: (805) 568-2306 Fax#: (805) 568-2398 Email Address: jdudley@co.santa-barbara.ca.us
Address/City/Zip: 1112 Santa Barbara Street, Santa Barbara, CA 93101

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

Name: Michael Soderman Title: Administrative Director
Telephone #: (805) 235-2303 Fax#: (805) 568-2398 Email Address: mdsoderman@co.santa-barbara.ca.us
Address/City/Zip: 1112 Santa Barbara Street, Santa Barbara, CA 93101

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

Name: Megan Rheinschild Title: Victim Witness Program Director
Telephone #: (805) 568-2408 Fax#: (805) 568-2398 Email Address: mriker@co.santa-barbara.ca.us
Address/City/Zip: 1112 Santa Barbara Street, Santa Barbara, CA 93101

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

Name: Shawna Jorgensen Title: Business Manager
Telephone #: (805) 568-2304 Fax#: (805) 568-2398 Email Address: sjorgensen@co.santa-barbara.ca.us
Address/City/Zip: 1112 Santa Barbara Street, Santa Barbara, CA 93101

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: Joyce Dudley Title: District Attorney
Telephone #: (805) 568-2306 Fax#: (805) 568-2398 Email Address: jdudley@co.santa-barbara.ca.us
Address/City/Zip: 1112 Santa Barbara Street, Santa Barbara, CA 93101

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: Joyce Dudley Title: District Attorney
Telephone #: (805) 568-2306 Fax#: (805) 568-2398 Email Address: jdudley@co.santa-barbara.ca.us
Address/City/Zip: 1112 Santa Barbara Street, Santa Barbara, CA 93101

7. The **chair** of the **Governing Body** of the subrecipient:

Name: Das Williams Title: Chair, Board of Supervisors
Telephone #: (805) 568-2186 Fax#: (805) 568-2534 Email Address: dwilliams@co.santa-barbara.ca.us
Address/City/Zip: 1112 Santa Barbara Street, Santa Barbara, CA 93101

SIGNATURE AUTHORIZATION

Subaward #: _____

KC1802 0420 EG

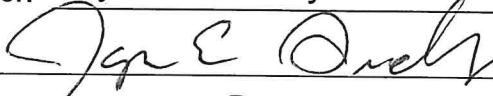
Subrecipient: Santa Barbara County

Implementing Agency: District Attorney's Office

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

*Project Director: Joyce E. Dudley

*Financial Officer: Michael Soderman

Signature: 

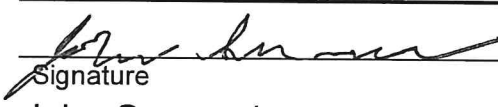
Signature: 

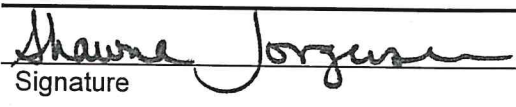
Date: 2-7-19

Date: 2-8-19

The following persons are authorized to sign for the
Project Director

The following persons are authorized to sign for the
Financial Officer


Signature


Signature

John Savrnach

Shawna Jorgensen

Print Name

Print Name

Signature

Signature

Print Name

Print Name

Signature

Signature

Print Name

Print Name

Signature

Signature

Print Name

Print Name

Signature

Signature

Print Name

Print Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Victims of Crime Act (VOCA) Fund

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: District Attorney's Office
PROJECT TITLE: Child Advocacy Center (KC) 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 ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **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: Robert Clark
Title: Equal Opportunity Manager
Address: 1226 Anacapa Street, Santa Barbara, CA 93101
Phone: (805) 568-2807
Email: rclark@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

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 with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

IX. Special Condition for Grant Subaward with Victims of Crime Act (VOCA) 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 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 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:

- o 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
- o 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:

- o 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. OJP Training Guiding Principles

The Subrecipient understands and agrees that any training or training materials developed or delivered with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://ojp.gov/funding/ojptrainingguidingprinciples.htm>.

12. Requirement to report actual or imminent breach of personally identifiable information (PII).

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)--1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

13. Specific Post-Award Approval Required to Use a Non-Competitive Approach in any Procurement Contract that Would Exceed \$150,000

The Subrecipient agrees to comply with all applicable requirements to obtain specific advance approval to use a non-competitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that, for purposes of federal grants administrative requirement, OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <http://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> [Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)] and are incorporated by reference here.

14. Requirement for Data on Performance and Effectiveness Under the Award

The Subrecipient agrees to collect and maintain data that measure the performance and effectiveness of activities under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act, and other applicable laws.

15. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The Subrecipient agrees to comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the Subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

16. VOCA Requirements

The recipient assures that the State and its subrecipients will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required. Specifically, the State certifies that funds under this award will:

- a) be awarded only to eligible victim assistance organizations, 34 U.S.C. 20103(a)(2);
- b) not be used to supplant State and local public funds that would otherwise be available for crime victim assistance, 34 U.S.C. 20103(a)(2); and
- c) be allocated in accordance with program guidelines or regulations implementing 34 U.S.C. 20103(a)(2)(A) and 34 U.S.C. 20103(a)(2)(B) to, at a minimum, assist victims in the following categories: sexual assault, child abuse, domestic violence, and underserved victims of violent crimes as identified by the State.

17. Demographic Data

The Subrecipient agrees to collect and maintain information on race, sex, national origin, age, and disability of victims receiving assistance, where such information is voluntarily furnished by the victim.

18. Performance Reports

The Subrecipient agrees to submit (and, as necessary, require sub-Subrecipients to submit) quarterly performance reports on the performance metrics identified by OVC, and in the manner required by OVC. This information on the activities supported by the award funding will assist in assessing the effects that VOCA Victim Assistance funds have had on services to crime victims within the jurisdiction.

19. Access to Records

The Subrecipient authorizes the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper or documents related to the VOCA grant.

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 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:	<u>Joyce E. Dudley</u>		
Authorized Official's Typed Name:	<u>Joyce E. Dudley</u>		
Authorized Official's Title:	<u>District Attorney</u>		
Date Executed:	<u>2/07/2018</u>		
Federal Employer ID #:	<u>95-6002833</u>	Federal DUNS #	<u>131851219</u>
Current System for Award Management (SAM) Expiration Date:	<u>4/13/19 2/12/20 (56)</u>		
Executed in the City/County of:	<u>Santa Barbara</u>		
AUTHORIZED BY: <i>(not applicable to State agencies)</i>			
<input type="checkbox"/> City Financial Officer	<input checked="" type="checkbox"/> County Financial Officer		
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager		
<input type="checkbox"/> Governing Board Chair			
Signature:	<u>Betsy M. Schaffer</u>		
Typed Name:	<u>Betsy Schaffer</u>		
Title:	<u>Auditor-Controller</u>		

2AT

Budget Narrative

The proposed budget provides direct support to the project's objective and activities to provide uninterrupted service and be available to conduct child forensic interviews by trained professionals on an as needed basis by securing sustainable funding which would enable guaranteed service and supervised oversight. The objective is to provide funding for the cadre of trained Forensic Interviewers for children who are suspected victims and witnesses of child abuse, referred to the SART program by Law Enforcement and Child Welfare Services. In addition, funding is sought to provide supplemental child therapeutic service and advocacy after the interviews, to fund the SART Coordinator .80 FTE, to provide program oversight and to enhance equipment functionality to support the overall SART Program, and to provide new furnishings for SART facilities.

Personal Costs include the Victim-Witness Program ^{Manager} ~~Director~~ who provides countywide program oversight and supervision of the SART Coordinator, .05 FTE (\$7148 salary and benefits). Funding is allocated for a .50 Victim/Witness Program Advocate (~~\$48,523~~ ^{\$41,375} salary and benefits) who provides advocacy and support to victims and their family members during the SART interview process. The current VW staff resources are not sufficient keeping pace with the surge of requests for forensic interviews, particularly at the Santa Maria site.

Funding will support the SART Coordinator, who is a clinician and is also a Certified Forensic Interviewer whose qualifications include education in criminal justice and victim services, and experience and/or training in sexual assault counseling and victim advocacy. The grant will fund the SART Coordinator position @ .80 FTE dedicated 32 hours per week. = \$46,592³⁶

The objectives and activities of the SART Program are facilitated through a subcontract with a key SART partner, Child Abuse Listening and Mediation (CALM). CALM is a local non-

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profit whose mission is to prevent childhood trauma, heal children and families, and build resilient communities throughout Santa Barbara County. Through support of KC funding trained child forensic interviewers and therapeutic counselors are available throughout Santa Barbara County. Supplemental therapeutic services are provided at CALM's offices located in Santa Barbara, Santa Maria and Lompoc.

The grant funds will support a (.74 FTE) therapeutic support staff clinician from CALM at a cost of \$64,455. This staff member will provide post-interview support to children having gone through a child forensic interview. The grant will also fund a part-time CALM child forensic interviewer at 440 hours (\$19,844), as well as a child forensic supervisor at 208 hours (\$10,876) for the grant performance period. Consultant operating costs, namely mileage reimbursements for traveling to interviews, totals ~~\$6,488~~ ^{6,969 with} for the grant period. Minor mid-year salary range adjustments may occur during the grant performance period given that CALM works off a fiscal year that runs from June 30th to July 1st.

Grant funds will provide \$3,209 to cover the costs of ongoing professional training for the SART Coordinator to attend the annual Child Advocacy Centers of California (CACCC) Summit in San Diego, and for four staff members (SART Coordinator, SART Administrator, SART Medical Director and/or Victim-Witness Program Supervisors) to attend the annual SART Summit sponsored by California Clinical Forensic Medical Training Center (CCFMTC) and California District Attorneys Association (CDAA).

Operational costs are budgeted for furnishings (~~\$5,927~~ ^{\$5,574.56}) with a focus on the Santa Maria SART location which is in need of upgrades. The Santa Maria site, owned and operated by Dignity Health/Marian Medical, will move to a new space which is more suitable to victims and will require new furniture to accommodate program and client needs. Operational costs also

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include funding to install internet connectivity at two sites @ \$164.9/month per 2 sites (\$3958).

The recently purchased forensic interview recording systems, *Linear Systems*, allows for remote access to law enforcement personnel who cannot attend the interview in person to provide feedback. Internet access will allow DDA and Investigative Staff to view the interviews remotely and provide real time feedback.

Project Narrative

1. Problem Statement

According to the local non-profit affiliate, Child Abuse Listening and Mediation (CALM), approximately 4,500-5,000 children annually are referred to this agency for services. Of those, approximately 8% or 400 of those involve child sexual abuse. Sadly, about 1 in 3 of these children have a second abuse allegation within a year of the first. Overall, the incidence of child abuse and neglect in Santa Barbara County was nearly 800 children in 2010, a rate of approximately 7.6 per 1,000 children, with Child Welfare Services investigating nearly 3,200 child abuse and neglect referrals (Source: Santa Barbara County 2010 Children's Scorecard).

Annually, Santa Barbara County has approximately 180 cases of suspected child sexual abuse or child sexual assault referred to law enforcement. Recently the County has been seeing a dramatic increase in the number of child forensic interviews being requested. The cause of this increase is unclear at this time. For each of these suspected cases, law enforcement, often with the cooperation of Child Welfare Services, requests the services of a specially trained child forensic interviewer to conduct the interviews of affected children. Without the services of a trained child forensic interviewer, untrained law enforcement officials can unwittingly re-traumatize or compound the trauma experienced by these children. These services are currently being provided by CALM on contract to Santa Barbara County under the County District Attorney's Office Victim Witness Assistance Program and its Sexual Assault Response Team (SART) Program. Once children have completed a child forensic interview, additional follow-up therapeutic services are warranted to help the child cope with the potential effects of their experiences.

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2. Plan

- a. The District Attorney's Office, Public Health Department, Child Welfare Services, Law Enforcement, and CALM first collaborated to form the Santa Barbara SART program in 1988. At that time there was not a coordinated system of response to child abuse and a lack of experienced forensic medical or legal examiners. Since then, the program has grown into a collaborative of 19 agencies including law enforcement, the District Attorney's office, local hospitals, public health, child welfare services, rape crisis, Vandenberg Air force base, the Federal Prison system and local Non-Profit providers. The SART program provides services to all incorporated cities in the County of Santa Barbara and the unincorporated areas of the County.

The SART Program coordinates and provides expert child forensic interviewers at the request of Law Enforcement and Child Welfare Services when there has been an allegation of abuse reported of a minor or an adult with a developmental disability. Suspected abuse includes physical child abuse, sexual abuse, and severe neglect. Witnesses to abuse may also be interviewed by an expert forensic interviewer when requested. Expert forensic interviewers will generally be called upon to interview children (age 12 years and under), Spanish-speaking minors, or persons with developmental disabilities.

Our goal is to provide uninterrupted service and be available to conduct child forensic interviews by trained professionals on an as needed basis by securing sustainable funding which would enable guaranteed service. The objective is to provide funding for our current trained Forensic Interviewers to conduct interviews of children referred to the SART program by Law Enforcement and Child Welfare Services, as well as provide some new funding to assist with provision of child

therapeutic services after the interviews. The strategy is to insure sustainability of the program by securing funding for forensic interviews of children who are suspected victims of child abuse and for supplemental therapeutic counseling as services are requested.

At the time of a child forensic interview, additional services and referrals are provided to family members and child guardians through the District Attorney's Victim Witness Assistance Program, CALM and the local Rape Crisis Center, depending on the age of the individual child. These associated services and referrals can help stabilize families and address the trauma and negative effects of child abuse. In addition, use of trained child forensic interviewers (as opposed to law enforcement alone) has proven to be more effective in soliciting information from children in the case of suspected child abuse, which, by extension, has led to better conviction rates for perpetrators.

- b. The funds will be used to reimburse the services of expert Forensic Interviewers, and for supplemental post-interview therapeutic services. Funds will also be used for supervision of the Forensic Interviewers and time dedicated to peer review and critique. The SART program currently has six Child Forensic Interviewers who are routinely available countywide and four of which are trained to conduct bilingual forensic interviews for children who are suspected victims of child abuse. Concurrently they are employed by CALM (Child Abuse Listening and Mediation) which is a part of the SART program's multidisciplinary team. Although these six expert Forensic Interviewers are readily available during normal business hours, the SART Program's ability to keep up with the demand and also provide these interviews after-hours and on weekends is impeded by lack of funding relative to the demand.

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The requested funds will facilitate provision of supplemental services by a professional trained in therapeutic counseling for children needed to address the after-effects and trauma experienced by children who are suspected victims of child abuse. Funds will also be used to close the funding gap for the cost of child forensic interviewers which is needed to meet the increasing demand from Law Enforcement and Child Welfare Services for child forensic interviews (CFIs) associated with suspected cases of child abuse. The grant will also support funding for the .80 FTE SART Coordinator position. The SART Coordinator acts as a go-between for Law Enforcement, the CALM child forensic interviewers, the District Attorney's Office Victim Witness Services program (including the provision of Victim Witness Advocates at each CFI), and other SART partners, and manages the three SART facilities serving Santa Barbara County.

Funding supports implementation of an upgraded equipment system for the program, including internet access for recording equipment, office equipment, and furnishings for a new SART site. One of the three SART clinics (Santa Maria) is considered to be less than ideal in terms of its location, layout, lack of adequate sound-proofing, furnishings and security.

- c. The County of Santa Barbara's SART Program was NCA Accredited from 2012 through 2017. The Accreditation was discontinued in 2018 due to ongoing costs associated with the NCA Accreditation. The Santa Barbara County SART Program has continued to maintain all accreditation requirements for NCA, and maintains active accreditation and membership status with the Child Advocacy Centers of California (CACC).

- d. The County of Santa Barbara's SART Program currently meets all accreditation standards and will continue to maintain those standards through the Grant Subaward performance period ending March 31, 2020.

3. Capabilities

- a. The Sexual Assault Response Team (SART) began in Santa Barbara County in 1986 as an initiative between the Public Health Department, District Attorney, County Executive Office, Law Enforcement, County Counsel, CALM of Santa Barbara, Santa Barbara Cottage Hospital, the Junior League, and the Department of Social Services. The goal was to employ a multidisciplinary approach to assure that sexual abuse survivors receive care in the most positive therapeutic environment possible through a medical-legal examination, medical treatment, forensic interview, emotional support, advocacy, counseling referrals, and other support services for the victim and his/her family. Over the years, the collaboration has grown to 19 SART partners including law enforcement agencies, the District Attorney's office, local hospitals, public health, child welfare services, rape crisis, Vandenberg Air force base, and Non Profit providers. Together, these partners have created a variety of inter-agency strategies to coordinate a comprehensive response to sexual abuse including a Policy Council, case review meetings, case tracking, advisory committee and SART protocol.

In 2008 the District Attorney's Office Victim-Witness Assistance Program assumed administrative responsibility of the SART Program making significant improvements including improving the funding structure for medical examinations and child forensic interviews, development of a funding strategy to assure sustainable

infrastructure, services, centralized service coordination oversight, as well as meeting standards of NCA accreditation in 2012.

- b. The components of the Santa Barbara County SART Program's child-focused setting include the effective delivery of expert forensic interviews in the arena of child abuse investigations that are conducted in a child-friendly location to minimize further trauma. To the extent possible, the child's needs are accommodated in the interview process, including time, place, means of obtaining the child's presence, and the interview methodology. The use of expert child forensic interviewers is critical in this process. A child forensic interview is a fact-finding interview in which a child who is alleged to be a victim of child abuse is questioned in a developmentally appropriate, non-aggressive, non-suggestive, and forensically defensible manner using the 10-step child-centered approach developed by Tom Lyon.

In the context of child abuse, the purpose of a forensic interview is to obtain information for investigation and prosecution. It is widely recognized that child victims should not endure numerous investigative interviews during the course of a child abuse investigation. As stated in the American Prosecution Research Institute's *Investigation and Prosecution of Child Abuse* manual: "The number of investigative interviews should be limited to one whenever possible. Multiple sessions are stressful for the child, are often unnecessary, and can lead to seemingly inconsistent statements."

The second major component of the Santa Barbara County SART Program is to provide child forensic interviews in a neutral, child-friendly facility not associated with a police station or other law enforcement facility. SART has grown from one location donated by Cottage Hospital in Santa Barbara to two additional sites donated by Marian

Medical Center in Santa Maria and the Lompoc District Hospital in the City of Lompoc. Together these three locations accommodate the vast geographical distribution of the County. Each of these safe locations has been established to accommodate medical examinations, child forensic interviews, and related advocacy services. Two of the locations (Santa Barbara and Lompoc), are located in converted homes in residential areas making the interview setting less intimidating for the child. The Santa Maria SART facility is in more of a clinic/medical setting, but the waiting area is very child friendly with toys and DVDs for children, and an interview room that is more akin to the décor of a small living room.

- c. The SART Coordinator acts as a go-between for law enforcement and the child forensic interviewers, and also facilitates communication and the sharing of information between all 19 SART members. The SART Coordinator implements and facilitates a variety of inter-agency strategies to coordinate a comprehensive response to sexual abuse including a Policy Council, monthly case review meetings, case tracking, an advisory committee, and SART protocol. Volunteers who have completed background checks through the District Attorney's Office will be utilized to assist with new case set-up and the tracking of victim data.

Shared information is maintained, communicated and stored in a confidential manner in accordance with the *Santa Barbara County Sexual Assault Response Team Policy and Procedure Manual*. According to the *Manual*, SART shall not divulge confidential information about sexual assault survivors or individuals who have received SART services. The unauthorized release of confidential information may make team

members subject to a civil action under the provisions of the California Welfare & Institutions Code, Section 10850, Standard 19949.

Confidentiality is an integral part of the SART policies and procedures.

Confidentiality is necessary to maintain the integrity of the medical, legal and criminal justice processes; it is important to the success and public perception of SART in the community; and, most importantly, it is critical to the survivor's well-being.

- d. As a matter of practice, SART members are encouraged to notify the SART Coordinator with requests for training and information on other topics, or for information about current events, trends or specific issues. Current active cases are reviewed on a monthly basis. In addition, specific cases may be selected by the SART Coordinator and/or SART Coalition Members for case review and analysis. These monthly meetings enhance the team process; increase skills and knowledge base; strengthen the SART Coalition; and provide for in-service training by SART member agencies.

Pursuant to the *Santa Barbara County Sexual Assault Response Team Policy and Procedure Manual*, SART Coalition Member Agencies provide training to their new staff members on the policies and procedures of the Santa Barbara County SART. SART Coalition Member Agencies also provide regular updates to their staff on SART policies and procedures. CALM's child forensic Interviewers attend and complete a mandatory minimum of 32 hours of training. The California Child Forensic Interview training (CFIT) put together by the Northern and Southern California Child Abuse Training and Technical Assistance (CATA) centers meet that criteria. All CALM's Child Forensic Interviews have completed the CFIT training. Additionally, all CALM's Child Forensic Interviewers have either a Master's Degree in Psychology or Social Work.

The District Attorney's Office looks for opportunities for continued education and training on issues related to child forensic interviewing best practices and investigative and prosecutorial techniques/ strategies, and works with partner non-profits to ensure their staff maintains up-to-date training relative to their services and expertise. Key members of the SART Program also attend the annual SART Summit co-sponsored by the California Clinical Forensic Medical Training Center (CCFMTC) and the California District Attorneys Association (CDAA).

- e. Through its partners, particularly CALM, the Santa Barbara County SART Program coordinates and performs approximately 200 child forensic interviews annually countywide, or approximately four a week. Recently there has been a dramatic increase in requests, averaging 60 requests per quarter for child forensic interview in the period of August 1, 2018 through January 31, 2019.
- f. The SART Program includes a Policy Council which is the formal governing body of the SART, composed of representatives from public and private agencies that are members of the SART Coalition. The purpose of the Policy Council is to share relevant information including: SART Program updates, staffing changes, budget issues and financial updates, upcoming training opportunities, special events, program statistics, discussion of ongoing or emerging medical and/or legal issues, and oversight of SART policies and procedures.

In addition, to further ensure that relevant information is shared among the SART members, and pursuant to the *Santa Barbara County Sexual Assault Response Team Policy and Procedure Manual*, SART conducts regularly scheduled Case Review meetings to inform key parties of the status of cases, any unmet needs of survivors, and

legal considerations related to the case; and to coordinate comprehensive services for survivors of sexual assault and their significant others. Current active cases are reviewed at these meetings and specific cases may be selected by the SART Coordinator and/or SART Coalition Members for case review and analysis. SART agencies assign a representative to attend the Case Review who is responsible for providing information on all SART cases in which their agency is involved.

The purpose of the Case Review portion of the meeting is to:

- Share information about active cases; their medical and legal status; and service provision by SART Coalition Members
 - Strategize how best to meet particular challenges of a case and provide a comprehensive, coordinated response
 - Address procedural issues that might impact any open or future cases
 - Enhance the team process; increase skills and knowledge base; strengthen the SART Coalition
 - Provide in-service training by SART member agencies
- g. The 19 SART Coalition Member Agencies are all party to a Memorandum of Understanding (MOU) which dictates the roles, functions and protocol of the Santa Barbara County SART Program. As indicated previously, the 19 members of SART include law enforcement, the District Attorney's office, local hospitals, public health, child welfare services, rape crisis, Vandenberg Air force base, and local Non Profit providers such as CALM and Rape Crisis Centers. By signing the MOU, all SART members have agreed to work together to provide an efficient, effective and sensitive response to survivors of sexual assault and abuse, and the SART members have agreed to

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provide basic services in a collaborative manner that will ensure the success of the SART. Members of the SART, having signed the MOU, also have agreed to abide by the *Santa Barbara County Sexual Assault Response Team Policy and Procedure Manual* that has been established by the Policy Council of the SART. Overall, the MOU ensures a well-functioning team.

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

Subrecipient: Santa Barbara District Attorney's Office	DUNS # 131851219	FIPS #: 083.00000-16 ¹⁴⁴
Grant Disaster/Program Title: Child <u>ADVOCACY CENTER PROGRAM</u> ¹⁴⁴		
Performance Period: 04/01/2019 to 03/31/2020	Subaward Amount Requested: \$ 200,000	
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	

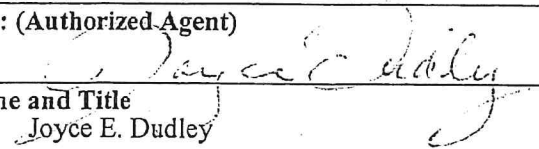
Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, 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?	\$ 2,100,000
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?	N/A

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: 02/13/2019
Print Name and Title Joyce E. Dudley	Phone Number: (805) 568-2306

Program Specialist Only: SUBAWARD # KC18020420 (56)

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.

① * Santa Barbara County

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.

① * 24th Congressional District

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.

① * 37th State Assembly District

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.

① * 19th State Senate District

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

Population of Santa Barbara County: 446, 170