



December 14, 2022

Tatiana Lopez, Victim Services Director
Sonoma County
600 Administration Drive, Room 212J
Santa Rosa, CA 95403-2870

Subject: **Notification of Grant Subaward Application Approval**
County Victim Services Program
Grant Subaward #: XC22 05 0490

Dear Tatiana Lopez:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your Grant Subaward application in the amount of \$248,742, subject to Budget approval. A copy of your approved Grant Subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt of your Report of Expenditures & Request for Funds (Cal OES Form 2-201).

This Grant 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 the Cal OES website at www.caloes.ca.gov.

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

Please contact your Program Specialist, Anna Gastelum, at (916) 845-8834 with questions about this notice.

VS Grants Processing Unit

cc: Subrecipient's file
Program Specialist

(Cal OES Use Only)

Cal OES #	097-00000-16	FIPS #	097-00000	VS#		Subaward #	XC22 05 0490
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

SMC JI

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

- 1. **Subrecipient:** County of Sonoma 1a. **UEI#:** EB6LZJPCWEU3
- 2. **Implementing Agency:** Sonoma County District Attorney 2a. **UEI#:** MA5MFLZKJUR3-EB6LZJPCWEU3
- 3. **Implementing Agency Address:** 600 Administration Drive, Room 212J Santa Rosa 95403-2870
(Street) (City) (Zip+4)
- 4. **Location of Project:** Santa Rosa Sonoma 95403-2870
(City) (County) (Zip+4)
- 5. **Disaster/Program Title:** XC - County Victim Services Program 6. **Performance/
Budget Period:** 1/1/2023 to 12/31/2023
(Start Date) (End Date)
- 7. **Indirect Cost Rate:** N/A **Federally Approved ICR** (if applicable): _____ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2020	VOCA		\$124,371					\$124,371
9.	2021	VOCA		\$124,371					\$124,371
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost		\$248,742	\$248,742				\$248,742

13. Certification - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, the Assurances/Certifications, and any attached Special Conditions. 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: Jill Ravitch Title: District Attorney
 Payment Mailing Address: 600 Administration Drive, Room 212J City: Santa Rosa Zip Code+4: 95403-2870
 Signature: *Jill Ravitch* Date: 11/1/22

16. **Federal Employer ID Number:** 946000539

(FOR Cal OES USE ONLY)

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

Designed by: Mary Rucker 12/8/2022
9A3D0B66E24B485
 (Cal OES Fiscal Officer) (Date)

Designed by: Heather Carlson 12/8/2022
9A3D0B66E24B485
 (Cal OES Director Designee) (Date)

ML#764744
Recd:10/5/22

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ENY: 2022-23 Chapter: 43 SL: 18400
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 2020-V2-GX-0031 10/01/19-09/30/24
 Fund: Federal Trust AL#: 16.575
 Program: County Victim Services Program
 Match Req.: 20%, C/IK based on TPC-Match Waived
 Project ID: OES20VOCA000012
 SC: 2022-18400 Amount: \$124,371

ENY: 2022-23 Chapter: 43 SL: 18401
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 15POVC-21-GG-00613-ASSI 10/01/20-09/30/24
 Fund: Federal Trust AL#: 16.575
 Program: County Victim Services Program
 Match Req.: 20%, C/IK based on TPC-Match Waived
 Project ID: OES21VOCA000012
 SC: 2022-18401 Amount: \$124,371

**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
2020	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$195,905,619	\$188,069,394
2021	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$120,361,953	\$115,547,475

3. Project Description Section:

- Project Acronym (Please choose from drop down):
County Victim Services Program (XC)
- Project Description (Please type the Project Description):
Provides one-time federal VOCA funding to each of California's 58 counties and the City of Los Angeles to help fill self-identified victim services gaps/needs.

4. Research & Development Section:

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



Grant Subaward Contact Information



Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

1. **Grant Subaward Director:**

Name: Tatiana Lopez Title: Victim Services Director
Telephone #: 707-565-2822 Email Address: tatiana.lopez@sonoma-county.org
Address/City/ Zip Code (9-digit): 600 Administration Drive, Room 212J, Santa Rosa, CA 95403-2870

2. **Financial Officer:**

Name: Shane Lewis Title: Administrative Services Officer II
Telephone #: 707-565-3150 Email Address: shane.lewis@sonoma-county.org
Address/City/ Zip Code (9-digit): 600 Administration Drive, Room 212J, Santa Rosa, CA 95403-2870

3. **Programmatic Point of Contact:**

Name: Tatiana Lopez Title: Victim Services Director
Telephone #: 707-565-2822 Email Address: tatiana.lopez@sonoma-county.org
Address/City/ Zip Code (9-digit): 600 Administration Drive, Room 212J, Santa Rosa, CA 95403-2870

4. **Financial Point of Contact:**

Name: Cassandra Stinson Title: Department Analyst
Telephone #: 707-565-2818 Email Address: cstinson@sonoma-county.org
Address/City/ Zip Code (9-digit): 600 Administration Drive, Room 212J, Santa Rosa, CA 95403-2870

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: Jill Ravitch Title: District Attorney
Telephone #: 707-565-3098 Email Address: jill.ravitch@sonoma-county.org
Address/City/ Zip Code (9-digit): 600 Administration Drive, Room 212J, Santa Rosa, CA 95403-2870

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

Name: Jill Ravitch Title: District Attorney
Telephone #: 707-565-3098 Email Address: jill.ravitch@sonoma-county.org
Address/City/ Zip Code (9-digit): 600 Administration Drive, Room 212J, Santa Rosa, CA 95403-2870

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

Name: Chris Coursey Title: Chair, Board of Supervisors
Telephone #: 707-565-2241 Email Address: district3@sonoma-county.org
Address/City/ Zip Code (9-digit): 575 Administration Drive, Room 100A, Santa Rosa, CA 95403-2876



Grant Subaward Signature Authorization

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

Implementing Agency: Sonoma County District Attorney's Office

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

Grant Subaward Director:

Printed Name: Tatiana Lopez

Signature: *Tatiana Lopez*

Date: 9/14/2022

Financial Officer:

Printed Name: Shane Lewis

Signature: *Shane Lewis*

Date: 9/15/2022

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

Signature: *Carla Rodriguez*

Printed Name: Carla Rodriguez

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

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

Signature: *C Stinson*

Printed Name: Cassandra Stinson

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that the Subrecipient will comply with the requirements and restrictions outlined in the Subrecipient Handbook, including but not limited to:

- Proof of Authority,
- State and federal civil rights laws,
- Equal Employment Opportunity,
- Drug-Free Workplace,
- California Environmental Quality Act, and
- Lobbying.

The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form. For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name



Grant Subaward Certification of Assurance of Compliance

Subrecipient: County of Sonoma ✓

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	[REDACTED]		
2	County Victim Services Program (XC)	XC22 05 0490	01/01/2023-12/31/2023
3			
4			
5			
6			

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I, Jill Ravitch (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

I. Proof of Authority – SRH 1.055

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

II. Civil Rights Compliance – SRH Section 2.020

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

III. Equal Employment Opportunity – SRH Section 2.025

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



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GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

V. California Environmental Quality Act (CEQA) – SRH Section 2.035

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

VI. Lobbying – SRH Sections 2.040 and 4.105

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

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

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.

Official Designee's Signature: _____

Official Designee's Typed Name: Jill Ravitch

Official Designee's Title: District Attorney

Date Executed: 9/8/2022

AUTHORIZED BY:

I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.

City Financial Officer

County Financial Officer

City Manager

County Manager

Governing Board Chair

Signature: _____

Typed Name: Sheryl Braton

Title: County Administrator

Date Executed: 9/20/2022



Federal Fund Grant Subaward Assurances

Information and Instructions

This document is a binding affirmation that, in addition to the requirements and restrictions outlined in the Subrecipient Handbook, Subrecipients will comply with the assurances required by the federal program/fund source.

The Official Designee (see SRH Section 3.030) must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new federal fund source is being added to the Grant Subaward, and/or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the assurances are received by Cal OES after the execution of the applicable Grant Subaward. Cal OES will notify Subrecipients when this is required.



**Federal Fund Grant Subaward Assurances
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program**

Subrecipient: County of Sonoma ✓

	Cal OES Program Name	Grant Subaward #	Grant Subaward Performance Period
1.	[REDACTED]	[REDACTED]	[REDACTED]
2.	County Victim Services Program (XC)	XC22 05 0490	01/01/2023-12/31/2023
3.			
4.			
5.			
6.			

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Subrecipients agree to adhere to the following and ensure these assurances are passed down to Second-Tier Subrecipients.

1. Required Audits and Financial Statements (SRH Section 14.005)

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 CFR Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

- Subrecipient expends \$750,000 or more in federal funds annually.
- Subrecipient does not expend \$750,000 or more in federal funds annually.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this Grant Subaward.

For more information and resources on the Part 200 Uniform Requirements as they relate, see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

3. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

4. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to Subrecipient organizations (and any Second-Tier Subrecipient organizations) that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier Subrecipients) that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

5. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity

program.

6. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, that relate to nondiscrimination on the basis of sex in certain "educational programs."

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

Subrecipients (and any Second-Tier Subrecipients) must comply with, and are 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.

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

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

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Grant Subaward appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

9. Requirement for Data on Performance and Effectiveness under the Grant Subaward

Subrecipients (and any Second-Tier Subrecipients) must collect and maintain data that measure the performance and effectiveness of work under this Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) must provide data (within the required timeframes) to OJP via the Performance Measurement Tool (PMT).

10. Determination of Suitability to Interact with Participating Minors

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm>.

11. Compliance with DOJ Grants Financial Guide

Subrecipients (and any Second Tier Subrecipients) must comply with all applicable sections of the DOJ Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. Subrecipients agree to comply with the DOJ Grants Financial Guide.

12. 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 DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

13. Compliance with General Appropriations-law Restrictions on the use of Federal Funds

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2021, are set out at <https://ojp.gov/funding/Explore/FY21AppropriationsRestrictions.htm>.

Should a question arise as to whether a particular use of federal funds by Subrecipients (and any Second-Tier Subrecipients) would or might fall within the scope of an appropriations or law restriction, Subrecipients are to contact Cal OES

for guidance, and may not proceed without the express prior written approval of Cal OES.

14. Potential Imposition of Additional Requirements

Subrecipients (and any Second-Tier Subrecipients) agree 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 Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

15. Employment Eligibility Verification for Hiring under the Grant Subaward

a. Subrecipients (and any Second-Tier Subrecipients) must:

- 1) Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with Grant Subaward funds, Subrecipients (and any Second-Tier Subrecipients) properly verify the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).
- 2) Notify all persons associated with Subrecipients (or any Second-Tier Subrecipients) who are or will be involved in activities under this Grant Subaward of both:
 - a) This Grant Subaward requirement for verification of employment eligibility, and
 - b) The associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
- 3) Provide training (to the extent necessary) to those persons required by this condition to be notified of the Grant Subaward requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
- 4) As part of the recordkeeping for the Grant Subaward (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this Grant Subaward condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

b. Monitoring

Subrecipients' monitoring responsibilities include monitoring Second-Tier Subrecipients' compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, Grant Subaward funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

1) Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this Grant Subaward" specifically includes (without limitation) any and all Subrecipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with Grant Subaward funds.

2) Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, Subrecipients (and any Second-Tier Subrecipients) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the Subrecipient (and any Second-Tier Subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with Grant Subaward funds.

3) "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

4) Nothing in this condition shall be understood to authorize or require Subrecipients (and any Second-Tier Subrecipients), or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

5) Nothing in this condition, including in paragraph 4.B., shall be understood to relieve Subrecipients (and any Second-Tier Subrecipients) or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>).

16. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters

No Subrecipients (and any Second-Tier Subrecipients) under this Grant Subaward, or entity that receives a procurement contract or subcontract with any funds under this Grant Subaward, 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 Grant Subaward, 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 Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):
 - 1) Represent that they neither require, nor have 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) Certify that, if they learn, or are notified, that they have, or have been, requiring their 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, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.
- b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:
 - 1) Subrecipients represent that:
 - a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to 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

b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and

2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant Subaward 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, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

17. OJP Training Guiding Principles

Subrecipients (and any Second-Tier Subrecipients) agree that they will adhere to the OJP Training Guiding Principle for Grantee and Subgrantees (available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>) for all training or training materials developed or delivered with these funds.

18. Federal Authorization

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements for authorization of any Grant Subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "Grant Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Grant Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>.

19. Requirements Related to System for Award Management and Universal Identifier Requirements

Subrecipients (and any Second-Tier Subrecipients) must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

Subrecipients also must comply with applicable restrictions for Second-Tier Subawards, including restrictions on Grant Subawards to entities that do not acquire and provide (to Subrecipients) the unique entity identifier required for SAM registration.

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>.

This condition does not apply to a Grant Subaward to an individual who received the Grant Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

20. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by Subrecipients (and any Second-Tier Subrecipients), either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by Subrecipients (and any Second-Tier Subrecipients), to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

21. Specific Post-award Approval Required to Use a Noncompetitive Approach in any Procurement Contract that would Exceed \$250,000

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm>.

22. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP Authority to Terminate Grant Subaward)

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients

(and any Second-Tier Subrecipients), or individuals defined (for purposes of this condition) as "employees" of Subrecipients (and any Second-Tier Subrecipients).

The details of the Subrecipients' obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.

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

Subrecipients (and any Second-Tier Subrecipients) must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Grant Subaward-- (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 Grant Subaward should must also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

24. Discrimination Findings

Subrecipients (and any Second-Tier Subrecipients) assure that in the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this Grant Subaward, Subrecipients will forward a copy of the findings to the Office for Civil Rights of OJP.

25. VOCA Requirements

Subrecipients (and any Second-Tier Subrecipients) assure that they 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.

CERTIFICATION

I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.

Official Designee's Signature: 

Official Designee's Typed Name: Jill Ravitch

Official Designee's Title: District Attorney

Date Executed: 9/14/2022



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Sonoma	Grant Subaward #: XC22 05 0490		
A. Personnel Costs - Line-item description and calculation	20 VOCA	21 VOCA	Total Amount Allocated
Homeless Outreach Coordinator			
Earnings \$69,335/year 1.0 FTE	\$35,000	\$34,335	\$69,335
Benefits 65% of salary 1.0 FTE Benefits include County Retirement, FICA/Medicare, Health, Dental, Disability, Life, Vision, Unemployment, and Workers' Compensation Insurance	\$23,000	\$19,559	\$42,559
Victim Services Director			
Earnings \$101,510/year 0.0625 FTE	\$3,144	\$3,200	\$6,344
Benefits 75.49% of salary 0.0625 FTE Benefits include County Retirement, FICA/Medicare, Health, Dental, Disability, Life, Vision, Unemployment, and Workers' Compensation Insurance	\$2,489	\$2,300	\$4,789
Personnel Costs Fund Source Totals	\$63,633	\$59,394	\$123,027
PERSONNEL COSTS CATEGORY TOTAL			\$123,027





Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Sonoma	Grant Subaward #: XC22 05 0490		
B. Operating Costs - Line-item description and calculation	20 VOCA	21 VOCA	Total Amount Allocated
Second-Tier Subawards			
Catholic Charities Services of 0.40 FTE Outreach Worker	\$10,000	\$10,000	\$20,000
Verity Services of 1.0 FTE Outreach Worker	\$27,000	\$27,000	\$54,000
Cell phone for Outreach Worker	\$330	\$330	\$660
The Living Room Services of 0.15 FTE Housing Case Manager	\$6,500	\$7,000	\$13,500
Gap housing including housing, food services, cleaning fee, utilities	\$8,568	\$8,592	\$17,160
Housing 76 vouchers @ \$190/voucher	\$7,000	\$7,440	\$14,440
Housing supplies including towels, blankets, soap, etc.	\$750	\$750	\$1,500
Outreach Registration fees: 5 @ \$60	\$150	\$150	\$300
materials: 5 @ \$50	\$150	\$100	\$250
Uniform for The Living Room person		\$75	\$75
Operating Costs Fund Source Totals			
OPERATING COSTS CATEGORY TOTAL			



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Sonoma	Grant Subaward #: XC22 05 0490		
B. Operating Costs - Line-item description and calculation	20 VOCA	21 VOCA	Total Amount Allocated
Travel @ \$0.625/mile Coordinator 285 miles/month Outreach Workers 31 miles/month	\$150 \$40	\$195 \$60	\$345 \$100
Travel - NCADV Natl Conference on DV 2023 <i>based on 2022 conference, once location and agenda is published will request out of state travel and update costs</i>		\$3,000	\$3,000
Supplies- folders, paper, ink printing of hotline cards phone card	\$100	\$100 \$60 \$125	\$200 \$60 \$125
Operating Costs Fund Source Totals	\$60,738	\$64,977	\$125,715
OPERATING COSTS CATEGORY TOTAL			\$125,715





Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: County of Sonoma	Grant Subaward #: XC22 05 0490		
C. Equipment Costs - Line-item description and calculation	20 VOCA	21 VOCA	Total Amount Allocated
no equipment requested			
Equipment Costs Fund Source Totals			
EQUIPMENT COSTS CATEGORY TOTAL			

Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet	20 VOCA	21 VOCA	Total Project Cost
Fund Source Totals	\$124,371	\$124,371	\$248,742



VSPS Budget Summary Report

XC22 County Victim Services Program

Subaward #: XC22 05 0490

Sonoma County

Performance Period: 01/01/23 - 12/31/23

County Victim Services 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	20VOCA	63,633	0	63,633	0	63,633
F	21VOCA	59,394	0	59,394	0	59,394
Total A. Personal Services - Salaries/Employee Benefits:		123,027	0	123,027	0	123,027

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	20VOCA	60,738	0	60,738	0	60,738
F	21VOCA	64,977	0	64,977	0	64,977
Total B. Operating Expenses:		125,715	0	125,715	0	125,715

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	20VOCA	0	0	0	0	0
F	21VOCA	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:	248,742	0	248,742	0	248,742
Total Project Cost:	248,742	0	248,742	0	248,742

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

12/14/22



Grant Subaward Budget Narrative



Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

A. How the line items support the objectives and activities

The budget includes \$123,027 in Personnel expenses. Personnel expenses include \$69,335 in salary and \$42,559 in benefits for a 1.0 FTE Homeless Outreach Coordinator (Administrative Aide) who will provide direct services to assist homeless victims of crime find shelter and services, build strong inter-agency collaboration, strengthen data collection, provide systems analysis that can refine service strategies, build community awareness, and identify new resources to provide to clients. Also included will be \$6,344 in salary and \$4,789 for 0.0625 of the Victim Services Director who provides oversight to the Homeless Outreach Coordinator and team, approves all housing requests, and collaborates with partner agencies.

The County of Sonoma benefit package includes Retirement, FICA / Medicare, Health Insurance, Disability Insurance, Dental Insurance, Life Insurance, Vision Insurance, Unemployment Insurance, and Workers' Compensation Insurance.

The budget also includes \$125,715 in Operating Expenses associated with implementing the proposed plan. Operating expenses include three Second-Tier Subawards: 1) \$20,000 for Catholic Charities to provide 0.40 FTE (two days/week) of an Outreach Worker to victims of crime who are homeless; 2) \$54,000 to Verity for a 1.0 FTE Outreach Worker to assist victims of crime who are homeless; and 3)



Grant Subaward Budget Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

\$13,000 to The Living Room who will a) provide the services of 0.15 Housing Case Manager who works at their Life Center, a hub for services that allows individuals to be connected to local partners, food, and transitional housing programs, and b) provide gap housing for stays from one night up to six weeks, covering costs of a weekly pantry food bag, utilities, supplies, and cleaning upon exiting.

The remaining operating costs include client services for emergency housing and supplies, outreach, a cell phone allowance for Verity's full-time Outreach Worker, and the Coordinator travel to the National Coalition Against Domestic Violence (NCADV) training.

B. How funds minimize administrative costs and support direct services

Allocations requested will be used to fund direct services as the priority for the program. The grant award will be dedicated to employee salaries, benefits, and operating expenses to include services of participating staff who are not employed by this applicant. No indirect costs are requested. The project budget supports two contracted Outreach Workers to provide outreach and link crime victims to services. Outreach includes visits to sites where homeless individuals congregate to identify and serve homeless victims of crime that may have disabling conditions. The contracted Housing Case Manager will provide assistance to homeless victims of crime with housing navigation, assistance



Grant Subaward Budget Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

completing applications, and job-seeking support. A full-time Homeless Outreach Coordinator provides support for the Outreach Workers as well as supporting the broader Victim Services Steering Committee (VSSC) initiative, including data collection.

C. How shared costs are allocated.

The budget does not include shared costs.

D. How staff duties and time support the objectives and activities.

All grant-funded staff duties and time commitments directly support the proposed objectives and activities of the VSSC plan. The 1.0 FTE Homeless Outreach Coordinator is fully dedicated to this grant, providing direct services to victims/survivors who are homeless, including accessing shelter or housing, coordinating outreach and education efforts, and continuing to build relationships with other service providers. Second-tier subaward funded positions will also support proposed objectives and activities: the Catholic Charities 0.4 FTE Outreach Worker, who spends her remaining time working for the Homeless Outreach Street Team, a local multidisciplinary group, the fulltime Verity Outreach worker, and the 0.15 FTE Housing Case Manager.



Grant Subaward Budget Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

E. Necessity for subcontracts and unusual costs.

The contracts for service providers expense requested in this budget focus on the direct services that are provided by Catholic Charities, Verity, and The Living Room. Existing contracts are in the process of being extend and the initial contract is being developed with our new partner, The Living Room. No unusual expenditures are requested.

F. Need for mid-year salary range adjustments.

The budget does not include mid-year salary range adjustments.



Grant Subaward Programmatic Narrative



Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

Sonoma County, located on the northern coast of California, comprises nearly 16,000 square miles of land and water. Sonoma County ranges from very small coastal rural communities to the increasingly urban City of Santa Rosa where the majority of the population resides and works. Despite the attractive quality of life, the shift from a somewhat rural community to an urban community has presented challenges in addressing crime trends in this County. Today the population is estimated to be over 500,000 Sonoma County residents. The majority of new residents, 69%, live within the boundaries of Sonoma County's nine cities. The City of Santa Rosa is the county seat and has led this growth in total population, adding 15,841 residents, over ten years to attain its current population of 176,938 people.

A trend we see in 2022 is the increase in the Hispanic population in Sonoma County. More than one in five residents are Hispanic/Latino as seasonal work in the vineyards and ranches attract migrant workers. Wildfires in 2017, 2019 and 2020, plus two years of insecurity caused by COVID-19 pandemic, has adversely affected affordable housing, decreased tax revenues, and led to more families and single incomes struggling to be able to afford necessities. According to Redwood Empire Food bank, one in six Sonoma County residents is facing food insecurity. Individuals are often faced with a challenging choice



Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

between food or gas to get to work, food or medicine to stay healthy, and food or childcare. Additionally, COVID-19 has caused a significant increase in health issues, unemployment, and people experiencing homelessness. The unemployment rate in the Sonoma County in September 2022 was 2.6%, down from a revised 5.70% from last year. Almost 50% of Sonoma County's employed population is in the category of Services, which includes education, health care, tourism, and legal services. The second largest sector is Retail Trade, followed by Manufacturing. This demonstrates a strong, high demand for tangible goods in the Sonoma County area.

Victim Services has been part of the District Attorney's Office since 2002 and is based at the Sonoma County Hall of Justice (HOJ). The Homeless Outreach Team formed in 2016 with funding from the original XC grant and is housed at the Family Justice Center Sonoma County (FJCSC), which is walking distance from the HOJ. The Homeless Outreach Team provides direct outreach to homeless victims of crime focusing on those experiencing disabling mental, emotional, and physical conditions. Outreach workers resolve immediate needs for support, engage individuals in a vulnerability assessment, and link victims to ongoing, comprehensive care as well as to prosecution and restitution. The project seeks to coordinate care to homeless victims of crime throughout



Grant Subaward Programmatic Narrative

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Subrecipient: County of Sonoma

Sonoma County and to broaden community understanding of the scope and nature of crimes against the homeless. This team is comprised of a coordinator from Victim Services and three outreach workers, one each from Verity, Catholic Charities, and a recently added housing coordinator from The Living Room.

Domestic Violence, bullying, and adult physical assault are the most prevalent crimes perpetrated against the victims we serve. Another trend we continued to monitor is an increase in gun violence- related cases, since our community has been greatly impacted by an increase in the number of homicides. Due to challenges in staffing, the former partner agency, YWCA, is not able to provide an outreach worker at this time but is available in the community to provide referrals to domestic violence survivors via their 24-hour hotline. The YWCA supports families affected by domestic violence in Sonoma County by providing safe shelter, therapy, advocacy, and on-going support. Additionally they operate a safe house, and a therapeutic childcare program.

Verity strives to eliminate all forms of violence in Sonoma County, with a special focus on sexual assault and abuse. Verity facilitates healing and promotes the prevention of violence by providing counseling, advocacy, intervention, and education in our community. They have a 24-hour hotline,



Grant Subaward Programmatic Narrative

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Subrecipient: County of Sonoma

support groups, and receive grant funds to assist victims of human trafficking.. Catholic Charities is the largest homeless service provider in our area and they are known for providing wrap around services to homeless individuals and immigration services. For those who experience homelessness - from the risk of losing stable housing to the stark realities of homelessness- Catholic Charities provides shelter, counseling, and security while working together to build long-term housing solutions. Catholic Charities will be joined by a new offsite partner, The Living Room

The Living Room, provides services to homeless women and children who are experiencing homelessness or may be at risk of becoming homeless. A provider of services in our community for the past 29 years, The Living Room continues to expand its services and just last year opened their Life Center, a hub for services during regular business hours that allows individuals to be connected to local partners, food, and transitional housing programs. The Living Room seeks to increase services where gaps have been identified. A goal of the new partnership is to provide gap housing to victims of crime. After the immediate shelter situation has been met via hotel stays, female victims will be connected to the services through The Living Room. The goal will be to reduce



Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

the possibility of female victims feeling like they have no viable options after the initial crisis situation.

The new partnership with The Living Room would allow our victims to benefit from Gap Housing, it would infer that there is a set exit date from The Living Room's housing options which would happen when the victim would be able to get into a longer term or permanent housing situation. While in their program which could last one night or up to six weeks, it would allow victims to catch a respite, focus on their job, provide immediate housing support and food. The grant funds would not only help support a housing advocate who would provide case management (care coordination) and would also help cover a portion of the victim's housing fees such as utilities and weekly pantry bag.

The Coordinator leads the team providing support and organization. The Coordinator enters clients into the Coordinated Entry system for additional housing resources, maintains data collection, and works closely with the District Attorney Advocates to refer clients for VCB applications and advocacy with the criminal justice system.



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Subrecipient: County of Sonoma

The population we serve, namely Sonoma County families and individuals who are victims of crime experiencing homelessness, have also endured collective, community trauma due to the pandemic and fires. The impact on them has been both acute and compounded since many are unsheltered and unable to socially distance in tents. A few local encampments reported a few outbreaks of syphilis and scabies, causing for a larger stigma towards how the community views individuals that identify as homeless. The County's resources overall were down during shelter in place and many teams were unable to do outreach in the field. Additionally, COVID protocol cut shelter bed capacity in half which severely limited the options for those experiencing homelessness to escape inclement weather and have a bed to sleep in for over a year. At least twice during this past year, multiple shelter facilities were unable to accept new participant intakes due to COVID outbreaks in their client population. The Homeless Outreach team has had to adjust to the ever-changing dynamics of COVID-19 with some of our partner agencies taking additional safety precautions while meeting clients in the field. For clients with transportation issues, this led to a gap or barrier. Due to services being remote or "virtual," clients continue to feel disconnected since some are unable to see the advocate to whom they are speaking and unable to come to a safe nurturing



Grant Subaward Programmatic Narrative

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Subrecipient: County of Sonoma

place like the Family Justice Center. The virtual world unfortunately created unprecedented challenges when working with such a vulnerable population, making it more of a courageous journey to have to disclose at times sensitive life circumstances. These additional stressors exacerbate mental health issues and have led to increased anxiety and depression; along with an increase in individuals not following through with services. As a result of FJC being closed to the public, the Homeless Outreach Team found an opportunity to partner with The Living Room's Day Center, where advocates meet with clients in person at least once a week.

Individuals and families served by the XC grant continues to grow due to increased outreach, an increase in need due to the pandemic and fires and returning clients. This project has been very successful at a time when homelessness exploded in Sonoma County. As homelessness and certain crimes such as domestic violence and hate crimes have been on the rise, many community partners have turned to the Homeless Outreach Team as a critical asset in assisting these individuals.



Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

PLAN

The anticipated impact of this funding will focus on salary and benefits to the four staff members working under this grant. Additional funds will go towards mileage, short-term motel stays, gap housing, and office supplies. This will allow the team to continue efforts that have already been established in the community and address gaps and needs.

The Office of the District Attorney's Victim Services Division will administer the XC Grant Subaward and act as the single point of contact for the grant. A process has been established between the Victim Services Director, grant analyst, and the accounting department to approve and pay invoices monthly to the three partners. The distribution of funds is outlined in the contract and MOU for clarity and agreement.

Part of the plan is to continue to expand the use of the Family Justice Center of Sonoma County and its collaborative partners to comprehensively serve victims of violence. The FJCSC, through partnerships with government and community agencies, provides wraparound services to victims of domestic violence, sexual assault, child abuse, elder abuse, stalking, and human trafficking. All partners work together as a team to provide services to victims in



Grant Subaward Programmatic Narrative

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a trauma-informed approach to reduce the number of times a victim must repeat their story.

In addition to the Homeless Outreach Team, onsite community partners include the YWCA (Navigators), Verity (Advocates serving sexual assault victims), Legal Aid (Attorneys aiding with domestic violence civil restraining orders), Council on Aging (Advocate serving elder victims), Inter-Tribal Council (Advocate serving Native American victims) and Catholic Charities (Specialist assisting victims in U-Visa and VAWA applications). All the above-mentioned FJC partners also participated in a research initiative for polyvictimization which included completing an assessment for individuals who have been the victim of multiple different crimes. Given that many individuals experiencing homelessness have been the victim of multiple crimes, as highlighted in XC data, it has been a valuable tool to use with clients helping understand the different symptoms they may experience, and the trauma which is tied to them. The tool serves as an additional assessment to help with service referrals and an overall needs assessment.

Coming out of stricter COVID-19 policies, the Coordinator has been able to expand partnerships and community outreach opportunities. Presentations



Grant Subaward Programmatic Narrative

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on the XC Grant program have been requested by other nonprofit agencies, medical agencies, as well as community groups such as the Kiwanis Club. These outreach opportunities have expanded partnerships with West County Community Services and West County Health Center to better serve more rural areas of the county that previously were not as well connected. In addition, a partnership with nonprofit organizations such as Ruthless Kindness, a mobile free vet clinic to provide care for the pets of victims of domestic violence, developed during the 2021 grant cycle and provides opportunity for referral for services as well as outreach opportunities to reach more individuals at their clinics which serve similar targeted populations.

Government partners include two law enforcement agencies, Santa Rosa Police Department's and the Sheriff's Domestic Violence Sexual Assault units. The Human Services Department staffs the Redwood Children's Center (RCC), with support from Child Protective Services (CPS), and Adult Protective Services (APS); Sonoma County Department of Health Services provides mental health services. Additional District Attorney staff, including Deputy District Attorneys and DA Investigators who focus on child abuse and elder abuse, and a specially assigned prosecutor for a Violence Against Women Act grant, are housed at FJCSC to provide a collaborative, trauma-informed approach to



Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 0490

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servicing victims. The majority of our staff are bilingual, bicultural Spanish speaking in order to meet the needs of the community. There is also a Deaf Hope computer station for use with deaf victims, and advocates are trained in the use of the TTY system as needed. The County is contracted with a number of interpretation agencies to provide immediate assistance in ASL and other languages. By making all services at the FJCSC available to clients who are located through the work made possible by the XC grant, we are able to meet a greater variety of needs to overcome obstacles in recovery.

Continued identification of gaps include lack of transportation, limited housing resources, and barriers created by the COVID-19 pandemic. Former identified gaps in transportation plan to be addressed by increasing transportation gift cards to include Uber, County and City of Santa Rosa buses, and gas vouchers. As a result of cost savings in the 2021 grant cycle, were able to purchase Lyft cards to make them available to our homeless victims of crime. The goal has been to setup a concierge LYFT account to be able to schedule rides for victims to be able to get them to work interviews, to service providers or to safe shelter. Another need that the Committee has agreed to support is additional hotel nights for a particular victim when local shelter providers are not able to complete intakes due to possible COVID-19 outbreaks or exposures.



Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 0490

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Shelters have become more restrictive, reducing numbers to maintain social distancing to stop the spread of COVID-19 when outbreaks or peak waves hit the community. Offering clients alternative options like safe parking, short-term motel stays, and referrals to other housing placements is essential. The Coordinator stays current on housing availability through meetings and collaboration with offsite partners. During the 2021 grant cycle, the Coordinator established membership on the local Continuum of Care Strategic Planning Committee as the represented Victim Services Organization so that homeless victims of crimes will be prioritized for the county's homeless service plans.

As a result of COVID-19, our office has not been able to work or recruit volunteers to assist in our efforts. We have however, tried to continue growing partnerships during these uncertain times. More recently we have reconnected with the two colleges in our jurisdiction, Santa Rosa Junior College (SRJC) and Sonoma State University (SSU). A continued goal is to further develop relationships with the colleges to promote volunteer or internship possibilities. Currently, we plan ongoing collaboration with these colleges for outreach and educational events. Upon selection, volunteers and interns must pass a background check, receive training, and are partnered with advocates to obtain a wide variety of experience.



Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

Ongoing objectives and activities for the grant include:

- Continue to contact new crime victims to provide advocacy, resources, and housing
- Increase Coordinated Entry enrollment by five percent
- Increase follow-up to clients through case management and continue to track data and trends for services provided
- Continue to expand the use of the Family Justice Center of Sonoma County and its collaborating partners to better serve victims of crime who face homelessness
- Continue to provide community outreach and education presentations focused on reaching underserved victim populations
- Enhance emergency assistance by providing clothing, toiletries, and first aid supplies
- Purchase and distribute fuel, bus, and ride share gift cards for transportation needs
- Partner with the food bank to supply food to clients
- Offer short-term motel stay as needed for clients
- Increase outreach efforts to Transitional Aged Youth (TAY) by five percent
- Increase referrals from health care providers by offering trainings



Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

The Victim Services Division collaborates with other county departments, law enforcement, and community agencies. Victim Services Operational Agreements are currently in the process of being renewed. We have excellent working relationships with these agencies providing training and collaborating on numerous outreach events. The Victim Services Director and staff are part of many multi-disciplinary Teams including the Family Violence Prevention Council, Human Trafficking Task Force, Redwood Children Center Multidisciplinary Team (MDT) meeting, Elder Abuse MDT meeting, Elder Protection Workgroup, and the Domestic Violence Death Review.

Extensive training is offered to and attended by the Homeless Outreach Team, which includes the following trainings in the last fiscal year: Unconscious Bias, Mitigating Unconscious Bias, COVID-19 & Hope, Working with Victim with Disabilities, Pathways to Housing. Unfortunately, due COVID-19 staff has not been able to participate in community outreach events.



Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

Multiple Field Offices:

Office of the District Attorney

600 Administration Dr. Rm. 212J

Santa Rosa, CA 95403

(707) 565-8250

Victim Services Staff = 12

Family Justice Center Sonoma County

2755 Mendocino Ave. Suite 100

Santa Rosa, CA 95403

(707) 565-8255

Victim Services Staff = 4

Supervisor: Tatiana Lopez

(707) 565-2822

After hour's emergency contact:

Tatiana Lopez, Victim Service Director (707) 326-5474

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



Subrecipient: County of Sonoma		UEI # EB6LZJPCWEU3	FIPS #: 097-00000
Grant Disaster/Program Title: County Victim Services Program			
Performance Period: 01/01/23 to 12/31/23		Subaward Amount Requested: \$ [REDACTED] \$248,742	
Type of Non-Federal Entity (Check Applicable Box)		<input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	

Jl

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Per Title 2 CFR § 200.332, 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?	3-5 ye <input type="checkbox"/>
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 ye <input type="checkbox"/>
3. How many grants does your organization currently receive?	>10 gr <input type="checkbox"/>
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,594,348
5. Are individual staff members assigned to work on multiple grants?	Yes <input type="checkbox"/>
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes <input type="checkbox"/>
7. How often does your organization have a financial audit?	Annual <input type="checkbox"/>
8. Has your organization received any audit findings in the last three years?	No <input type="checkbox"/>
9. Do you have a written plan to charge costs to grants?	No <input type="checkbox"/>
10. Do you have written procurement policies?	Yes <input type="checkbox"/>
11. Do you get multiple quotes or bids when buying items or services?	Sometir <input type="checkbox"/>
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	>5 ye <input type="checkbox"/>
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes <input type="checkbox"/>

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: 9/14/2022
Print Name and Title: Jill Ravitch, District Attorney	Phone Number: 707-565-3098

Cal OES Staff Only: SUBAWARD # XC22 05 0490 ew

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

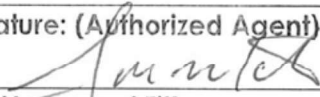
Subrecipient: County of Sonoma	UEI # EB6LZJPCWEU3	FIPS #:
Grant Disaster/Program Title: County Victim Services Program		
Performance Period: 01/01/23 to 12/31/23	Subaward Amount Requested: \$ [REDACTED] \$248,742 ew	
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7. How often does your organization have a financial audit?	Annual <input type="checkbox"/>
8. Has your organization received any audit findings in the last three years?	No <input type="checkbox"/>
9. Do you have a written plan to charge costs to grants?	No <input type="checkbox"/>
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11. Do you get multiple quotes or bids when buying items or services?	Sometir <input type="checkbox"/>
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	>5 ye <input type="checkbox"/>
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes <input type="checkbox"/>

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: 9/14/2022
Print Name and Title: Jill Ravitch, District Attorney	Phone Number: 707-565-3098
Cal OES Staff Only: SUBAWARD # XC22 05 0490 ew	



Operational Agreement Summary



Grant Subaward #: XC22 05 0490

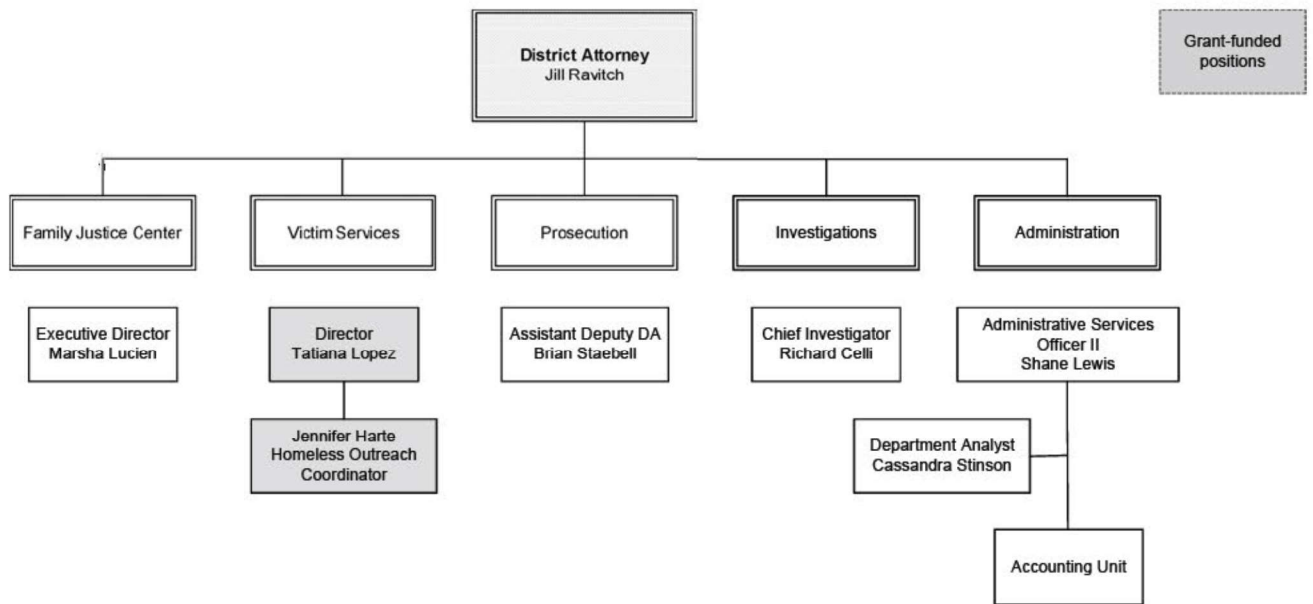
Subrecipient: County of Sonoma

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. California Human Development	10/03/2022	10/01/22 to 12/31/25
2. Catholic Charities of the Diocese of Santa Rosa	01/26/2022	10/01/22 to 12/31/25
3. Ruthless Kindness	02/19/2022	01/01/22 to 12/31/25
4. Social Advocates for Youth	11/30/2021	01/01/22 to 12/31/25
5. St. Joseph's Northern California	06/01/2022	07/01/22 to 06/30/24
6. Verity	10/03/2022	10/01/22 to 12/31/25
7. YWCA of Sonoma County	05/27/2022	07/21/22 to 06/30/25
8. Sonoma County Office of Education	10/03/2022	10/01/22 to 12/31/25
9. Community Child Care Council	10/03/2022	10/01/22 to 12/31/25
10. _____		_____ to _____
11. _____		_____ to _____
12. _____		_____ to _____
13. _____		_____ to _____
14. _____		_____ to _____
15. _____		_____ to _____
16. _____		_____ to _____
17. _____		_____ to _____
18. _____		_____ to _____
19. _____		_____ to _____
20. _____		_____ to _____



COUNTY OF SONOMA
OFFICE OF THE DISTRICT ATTORNEY
ORGANIZATION CHART

County Victim Services (XC) Program





Grant Subaward Service Area Information



Grant Subaward #: XC22 05 0490

Subrecipient: County of Sonoma

1. County or Counties Served:
Sonoma County

County where principal office is located: Sonoma County

2. U.S. Congressional District(s) Served:
Districts 2 and 5

U.S. Congressional District where principal office is located: District 5

3. State Assembly District(s) Served:
Districts 2, 4, and 10

State Assembly District where principal office is located: District 2

4. State Senate District(s) Served:
District 2 and 3

State Senate District where principal office is located: District 2

5. Population of Service Area: 485,887 (U.S. Census Bureau, Population Estimate July 1, 2021)



Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Match Waiver Request Form



Cal OES Subrecipients may request a partial or full match waiver for Victim of Crime Act (VOCA) Victim Assistance Formula Grant Program funds. Approval is dependent on a compelling justification. To request a partial or full match waiver, the Subrecipient must complete the following:

- 1. Cal OES Grant Subaward Number: XC22 05 0490
- 2. Subrecipient's Name: County of Sonoma
- 3. Grant Subaward Performance Period 01/01/2023 through 12/31/2023

- 4. VOCA Fund Source #1: 20VOCA
 VOCA Victim Assistance Formula Grant Program Funds Awarded: \$ 124,371
 Amount of Match Proposed (post approved Match Waiver): \$ 0

- 5. VOCA Fund Source #2 (if applicable): 21VOCA
 VOCA Victim Assistance Formula Grant Program Funds Awarded: \$ 124,371
 Amount of Match Proposed (post approved Match Waiver): \$ 0

- 6. Briefly summarize the services provided:
 To provide direct outreach to homeless victims of crime focusing on those experiencing disabling mental and physical conditions. Outreach workers will focus on immediate needs for safety, engage individuals in a vulnerability assessment, provide housing, clothing, transportation and food vouchers, and link victims to ongoing, comprehensive care. The project will seek to coordinate services to homeless victims of crime throughout Sonoma County and to broaden community understanding of the scope and nature of crimes against the homeless.

- 7. Describe practical/logistical obstacles and/or local resource constraints to providing match:
 California is experiencing a financial need for a match waiver due to the COVID-19 national emergency. In recent years, Sonoma County agencies have had to shut down and limit their abilities to serve victims in order to comply with shelter in place orders and other health and safety requirements for the state. Agencies continue to face exposure and concerns with the masking mandate lifted.

Approved

Cindy Berta
Unit Chief Name

Cindy Berta
Unit Chief Signature

10/14/2022
Date

Denied