



January 2, 2024

Angela Struckmann
Director of Human Services Department
Sonoma County - Human Services Department
3600 Westwind Boulevard
Santa Rosa, CA 95403-1037

Subject: **Grant Subaward Application Approval**
Child Advocacy Center Program
Grant Subaward #: KC23 02 0490

Dear Angela Struckmann:

The California Governor's Office of Emergency Services (Cal OES) has approved your Grant Subaward application in the amount of \$200,000, subject to enactment of applicable State Budget Act. 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.

Please contact your Program Specialist Shaynah Fox, at Shaynah.Fox@caloes.ca.gov with questions.

Sincerely,

Victim Services Grants Processing Unit

cc: Subrecipient's file
Program Specialist

SPECIAL CONDITION

Grant Subaward No. KC23 02 0490 is hereby approved with the following condition:

- Operational Agreements (OAs) must cover the entire grant period and therefore those OAs that expire prior to the end of the Grant Subaward performance period must be renewed as soon as they expire. Renewed OAs must be kept on file at your agency and an updated Operational Agreement Summary Form must be sent to your program specialist upon completion.

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.

Cal OES #	FIPS #	097-00000	VS#	Subaward #	KC23 02 0490
-----------	--------	-----------	-----	------------	--------------

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

SMC

MR

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

- 1. **Subrecipient:** Sonoma County 1a. **UEI#:** DBMJHMXN6M15 ✓
- 2. **Implementing Agency:** Sonoma County Human Services Department 2a. **UEI#:** DBMJHMXN6M15
- 3. **Implementing Agency Address:** 3600 Westwind Blvd Santa Rosa 95403-1037
(Street) (City) (Zip+4)
- 4. **Location of Project:** Santa Rosa Sonoma 95403-1037
(City) (County) (Zip+4)
- 5. **Disaster/Program Title:** KC - Child Advocacy Center Program 6. **Performance/
Budget Period:** 4/1/2024 to 3/31/2025
(Start Date) (End Date)
- 7. **Indirect Cost Rate:** N/A 7. **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.	2023	VOCA		\$200,000		\$50,000		\$50,000	\$250,000
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost		\$200,000	\$200,000	\$50,000		\$50,000	\$250,000

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:

Name: Angela Struckmann Title: Director of Human Services Department
 Payment Mailing Address: 3600 Westwind Blvd City: Santa Rosa Zip Code+4: 95403-1037
 Signature: Angela Struckmann Digitally signed by Angela Struckmann Date: 2023.10.26 15:23:18 -07'00' Date: _____

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

(FOR Cal OES USE ONLY)

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

Mary Rucker
 (Cal OES Fiscal Officer) (Date)

Heather Carlson
 (Cal OES Director of Designee) (Date)

ENY: 2023-24 Chapter: 12 SL: 18403
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 15POVC-23-GG-00432-ASSI 10/01/22-09/30/26
 Fund: Federal Trust Fund AL#: 16.575
 Program: Child Advocacy Center Program
 Match Req.: 20%, C/IK based on TPC
 Project ID: OES23VOCA000012
 SC: 2023-18403 Amount: \$200,000

DS
JH

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

1. Cal OES Contact Information Section:

Governor's Office of Emergency Services
Nancy Ward, 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
2023	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$153,789,867	\$147,638,272

3. Project Description Section:

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

The purpose of the Program is for Child Advocacy Centers (CACs) to provide direct victim services to child abuse victims/survivors and their families through a multidisciplinary team approach. These services must include victim-centered, trauma-informed forensic interviews, advocacy, direct or referral to therapy/counseling, and referrals for medical exams.

4. Research & Development Section:

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



Grant Subaward Contact Information

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

1. **Grant Subaward Director:**

Name: Angela Struckmann Title: Director of Human Services Department

Telephone #: 707-565-6990 Email Address: astruckmann@schsd.org

Address/City/ Zip Code (9-digit): 3600 Westwind Blvd., Santa Rosa, CA 95403-1037

2. **Financial Officer:**

Name: Gerardo Perez Title: Director of Finance

Telephone #: 707-565-8081 Email Address: gperez1@schsd.org

Address/City/ Zip Code (9-digit): 3600 Westwind Blvd., Santa Rosa, CA 95403-1037

3. **Programmatic Point of Contact:**

Name: Dara Chanin Title: Redwood Children's Center Coordinator

Telephone #: 707-565-6361 Email Address: dchanin@schsd.org

Address/City/ Zip Code (9-digit): 2755 Mendocino Ave, Ste 204; Santa Rosa, CA 95403-2867

4. **Financial Point of Contact:**

Name: Amber Todahl Title: Accountant III

Telephone #: 707-565-5872 Email Address: atodahl@schsd.org

Address/City/ Zip Code (9-digit): 3600 Westwind Blvd., Santa Rosa, CA 95403-1037

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: Angela Struckmann Title: Director of Human Services Department

Telephone #: 707-565-6990 Email Address: astruckmann@schsd.org

Address/City/ Zip Code (9-digit): 3600 Westwind Blvd., Santa Rosa, CA 95403-1037

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

Name: Angela Struckmann Title: Director of Human Services Department

Telephone #: 707-565-6990 Email Address: astruckmann@schsd.org

Address/City/ Zip Code (9-digit): 3600 Westwind Blvd., Santa Rosa, CA 95403-1037

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

Name: James Gore Title: Board of Supervisors Chair

Telephone #: 707-565-3757 Email Address: james.gore@sonoma-county.org

Address/City/ Zip Code (9-digit): 575 Administration Dr, 100A; Santa Rosa, CA 95403-2815



Grant Subaward Signature Authorization

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

Implementing Agency: Sonoma County Human Services Department

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

Grant Subaward Director:

Printed Name: Angela Struckmann

Signature: Angela Struckmann Digitally signed by Angela Struckmann
Date: 2023.10.26 15:22:00 -07'00'

Date: _____

Financial Officer:

Printed Name: Gerardo Perez

Signature: Gerardo Perez Digitally signed by Gerardo Perez
Date: 2023.11.01 15:21:11 -07'00'

Date: _____

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

Signature: Paula Glodowski-Valla Digitally signed by Paula Glodowski-Valla
Date: 2023.10.31 15:53:58 -07'00'

Printed Name: Paula Glodowski Valla

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

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

Signature: Amber Todahl Digitally signed by Amber Todahl
Date: 2023.10.25 10:54:50 -07'00'

Printed Name: Amber Todahl

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance

Subrecipient: Sonoma County

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	KC - Child Advocacy Center Program	KC23 02 0490	04/01/2024 - 03/31/2025
2			
3			
4			
5			
6			

I, Angela Struckmann (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.



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:	Angela Struckmann <small>Digitally signed by Angela Struckmann Date: 2023.10.26 15:20:34 -07'00'</small>
Official Designee's Typed Name:	Angela Struckmann
Official Designee's Title:	Director of Human Services Department
Date Executed:	_____
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.	
<input type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input checked="" type="checkbox"/> County Manager
<input type="checkbox"/> Governing Board Chair	
Signature:	M Christina Rivera <small>Digitally signed by M Christina Rivera Date: 2023.10.30 12:30:37 -07'00'</small>
Typed Name:	Christina Rivera
Title:	County Administrator
Date Executed:	_____



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

Subrecipient: Sonoma County

	Cal OES Program Name	Grant Subaward #	Grant Subaward Performance Period
1.	KC - Child Advocacy Center Program	KC23 02 0490	04/01/2024-03/31/2025
2.			
3.			
4.			
5.			
6.			

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 C.F.R. 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. 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, 2022, are set out at <https://ojp.gov/funding/Explore/FY22AppropriationsRestrictions.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.

3. 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.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 Grant Subaward supplements funds previously awarded by OJP under the same Grant Subaward number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial Grant Subaward or a supplemental Grant Subaward) that are obligated on or after the acceptance date of this FY 2022 award.

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

Record retention and access: Records pertinent to the Grant Subaward that the Subrecipient (and any Second-Tier Subrecipients) must be retained for a period of seven years after the Subrecipient makes final payments and all other pending matters are closed, unless a different retention period applies. Subrecipients (and any Second-Tier Subrecipients) must provide access to performance measurement information, financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an Grant Subaward-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the Subrecipient is to contact Cal OES promptly for clarification.

4. 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 C.F.R. 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.

5. OJP Training Guiding Principles

Subrecipients (and any Second-Tier Subrecipients) understand and agree that any training or training materials developed or delivered with funding under this Grant Subaward must adhere to the OJP Training Guiding Principle for Grantee and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.

6. 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.

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 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.

7. 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.

8. 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, which relates to nondiscrimination on the basis of sex in certain "educational programs."

9. 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.

10. 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").

11. 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).

12. 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>. (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

13. 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.

14. 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.

15. 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.

16. 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/>).

17. 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.

18. All Grant Subawards Must Have Specific 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.

Should any question arise as to whether a particular use of federal funds by a Subrecipient (or any Second-Tier Subrecipient) would or might fall within the scope of these prohibitions, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior written approval of Cal OES.

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 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.

26. Federal Funding Accounting and Transparency Act (FFATA)

- | Yes | No | |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has the Subrecipient received \$25,000,000 or more in federal funds in the preceding fiscal year? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | If the answer is yes, does the amount of federal funds received equal 80% or more of the Subrecipient's annual gross revenue? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | If the answer is yes to the above two questions, did the Subrecipient report to the U.S. Security and Exchange Commission? |

For additional information reference: [Award Condition: Reporting Subawards and Executive Compensation \(Updated as of September 2016\) | Office of Justice Programs \(ojp.gov\)](#).

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: Angela Struckmann Digitally signed by Angela Struckmann
Date: 2023.10.26 15:21:25 -07'00'

Official Designee's Typed Name: Angela Struckmann

Official Designee's Title: Director of Human Services Department

Date Executed: _____



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #:KC23 02 0490
A. Personnel Costs - Line-item description and calculation	23VOCA	23VOCA Match	Total Amount Allocated
<p>Child Protective Services Social Worker (CPSSW) 0.5 FTE \$4,288/Bi-Weekly X 26 pay periods X 50% FTE = \$55,744 less \$18,944 "Other Funding" = \$36,800</p>	\$6,930	\$29,870	\$36,800
<p>67.399% X \$111,488 total salaries X 50% FTE = \$37,571 less \$12,766 "Other Funding" = \$24,800</p> <p>Retirement, FICA, SUI, Workers Comp, & Health Insurance</p> <p>Description: The CPSSW will increase capacity for performing forensic interviews at the CAC.</p>	\$4,670	\$20,130	\$24,800



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #:KC23 02 0490
A. Personnel Costs - Line-item description and calculation	23VOCA	23VOCA Match	Total Amount Allocated
Personnel Costs Fund Source Total	\$11,600	\$50,000	\$61,600
PERSONNEL COSTS CATEGORY TO			

☞

☞

☞

MR



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #:KC23 02 0490
B. Operating Costs - Line-item description and calculation	23VOCA	23VOCA Match	Total Amount Allocated
Verity Advocacy Services Second Tier Subaward 1.0 FTE Family Advocate to work exclusively with CAC clients <i>Description: Contracted advocacy and supportive services for child victims of sexual assault, including resource assistance. Budget includes salary and benefits.</i>	\$67,205		\$67,205
YWCA Therapy Services Second Tier Subaward <i>Description: Provider of evidence-based mental health services for child victims of crimes.</i>	\$45,000		\$45,000
Lifeworks Therapy Services Second Tier Subaward <i>Description: Provider of evidence-based mental health services for child victims of crimes.</i>	\$45,000		\$45,000
Netflix Subscription 12 months x \$15.50 = \$186	\$186		\$186



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Sonoma County		Grant Subaward #:KC23 02 0490	
B. Operating Costs - Line-item description and calculation	23VOCA	23VOCA Match	Total Amount Allocated
<p>Description: Families are able to use Netflix in our Family Room while waiting for child to complete the forensic interview.</p> <p>Axon Evidence.com Cloud Storage Funds will be used to supplement the cost of this service</p> <p>Office Supplies 12 months X \$225 Office Supplies & Art supplies (coloring books, crayons, markers, pencils) projected estimate based on 2022 budget</p> <p>Brochures and Marketing Materials Brochures, handouts, and contact information in English and Spanish \$1500 printing</p> <p>Gift Cards for CAC clients 60 x \$50 60 x \$25</p> <p>Description: Gift cards to be provided to clients and/or caregivers for transportation services, groceries, gas, and personal items.</p>	<p>\$1,811</p> <p>\$2,700</p> <p>\$1,500</p> <p>\$3,000 \$1,500</p>		<p>\$1,811</p> <p>\$2,700</p> <p>\$1,500</p> <p>\$3,000 \$1,500</p>



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Sonoma County		Grant Subaward #:KC23 02 0490	
B. Operating Costs - Line-item description and calculation	23VOCA	23VOCA Match	Total Amount Allocated
2024 Dallas Crimes Against Children (6 participants)			
Registration \$725 x 6 staff	\$4,350		\$4,350
Airfare \$700 x 6 staff = \$4,200	\$4,200		\$4,200
Lodging 4 nights \$160 x 6 staff x 4 nights = \$3,840	\$3,840		\$3,840
Per Diem \$56 x 6 staff x 5 days = \$1,680	\$1,680		\$1,680
Description: Conference providing practical and interactive training & instruction for individuals working directly with child victims of crimes.			
* A modification will be submitted for out of state travel approval once more information is provided.			
2024 NCA Leadership Conference (2 participants)			
Registration \$650 x 2 staff = \$1,300	\$1,300		\$1,300
Airfare \$600 x 2 staff = \$1,200	\$1,200		\$1,200
Lodging \$300 x 2 staff x 3 nights = \$1,800	\$1,800		\$1,800
Per Diem \$56 x 2 staff x 4 days = \$448	\$448		\$448
Parking \$20 x 2 staff x 4 days = \$160	\$160		\$160
Bridge toll \$10 x 2 staff = \$20	\$20		\$20

Must submit a Modification if NCA is out of state.
Hotel rates must be withing GSA rates.



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Sonoma County		Grant Subaward #:KC23 02 0490	
B. Operating Costs - Line-item description and calculation	23VOCA	23VOCA Match	Total Amount Allocated
<p>Description: Conference providing continuing education and exposure to innovative programs for Children's Advocacy Center leaders focusing on child victims of crimes including abuse and neglect.</p> <p>Mental Health Training to staff Funds will be used to provide Mental Health Training to support staff</p> <p>Facilitation of workshop, including curriculum development, materials and travel (3 hrs x \$500 = \$1,500)</p>	\$1,500		\$1,500
Operating Costs Fund Source Totals	\$188,400		\$188,400
OPERATING COSTS CATEGORY TOTAL			

☞

☞ MR



Grant Subaward Budget Pages
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #:KC23 02 0490
C. Equipment Costs - Line-item description and calculation	23VOCA	23VOCA Match	Total Amount Allocated
NONE			
Equipment Costs Fund Source Totals			
EQUIPMENT COSTS CATEGORY TOTAL			

Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet	23VOCA	23VOCA Match	Total Project Cost
Fund Source Totals	\$200,000	\$50,000	\$250,000

37

37

37

MR

Budget Summary Report

KC23 Child Advocacy Center Program

Subaward#: KC23 02 0490

Sonoma County

Subaward Period: 04/01/24 - 03/31/25

Child Advocacy Center Program

Latest Request:

A Personnel 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	23VOCA	11,600	0	11,600	0	11,600
L	23VOCA	50,000	0	50,000	0	50,000
Total A Personnel Services - Salaries/Employee Benefits		61,600	0	61,600	0	61,600

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	23VOCA	188,400	0	188,400	0	188,400
L	23VOCA	0	0	0	0	0
Total B. Operating Expenses		188,400	0	188,400	0	188,400

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	23VOCA	0	0	0	0	0
L	23VOCA	0	0	0	0	0
Total C. Equipment		0	0	0	0	0

<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>
Total						

Budget Summary Report

KC23 Child Advocacy Center Program

Subaward#: KC23 02 0490

Sonoma County

Subaward Period: 04/01/24 - 03/31/25

Child Advocacy Center Program

Latest Request:

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	50,000	0	0	0	50,000
Total Funded:	200,000	0	200,000	0	200,000
Total Project Cost:	250,000	0	250,000	0	250,000



Grant Subaward Budget Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

1) Funding through this grant opportunity will provide necessary resources to expand the provision of trauma-informed direct victim services for child survivors of violence and their families at RCC. The requested funding will increase capacity by supporting a 0.5 FTE Child Protective Services Social Worker (CPSSW) to conduct forensic interviews and a dedicated 1.0 FTE bilingual Family Advocate (FA), both of whom will be co-located at RCC. A significant portion of the proposed budget is allocated toward continuing to provide trauma-informed, evidence-based mental health services to victims and families through second tier subawards. Additional funding will allow for in-depth training of the MDT through conferences and outside training opportunities. Funding will be used to purchase gift cards for our clients for transportation services, groceries, gas and personal items. Funding will also be used for office supplies, marketing materials and building resiliency for support staff. Lastly, a small portion of the budget will be used to supplement the cost of a secure, cloud-based system for interview file storage, and for video streaming services in the family waiting room. The amount requested is \$200,000 and the match is \$50,000, resulting in a total project budget of \$250,000, as detailed in the budget pages.



Grant Subaward Budget Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

2) Of the \$200,000 requested from CalOES, \$172,555 (86.3%) will be allocated to direct services provided to child victims of crime, including forensic interviews, mental health services, and family advocacy support. RCC will leverage the unique expertise of FJC partners to deliver a broad array of essential services.

3) The match requirements will be met with a \$50,000 in-kind match contributed toward the Forensic Interviewer (CPSSW) salary. Match funds will be provided by non-federal sources.

4) Grant-funded staff will focus exclusively on the provision of direct services for child victims and their families. The full-time FA will serve a pivotal role for RCC clients, providing case management, advocacy, and resource navigation. The FA will contact families prior to the forensic interview to complete a pre-intake and help the family prepare, and will follow-up post-interview to improve survey response. FA support will continue throughout the life of the case, long after the interview ends. The 0.5 FTE CPSSW will conduct forensic interviews with child victims, increasing RCC's interviewing capacity. Both positions will allow for more flexible, client-centered scheduling, enabling RCC to expand after-hours support.

5) In order to maximize available resources and reduce staffing costs, RCC will contract with experienced community service providers for advocacy and



Grant Subaward Budget Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

mental health services. These community partners have held longstanding contracts with our agency for these services.

6) RCC adjusts salary ranges on an as-needed basis.



Grant Subaward Programmatic Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

a. Problem Statement

A Problem Statement is not required.

b. Plan

1) RCC is accredited by The National Children's Alliance (NCA) providing forensic interviews, medical examinations, trauma-focused evidence-supported mental health services, family advocacy, and follow-up services to child victims and witnesses of crime and their non-offending caregivers in a safe, trauma-informed, child friendly location.

All new MDT members engage in orientation training and their required training and credentials include the following: MDT Coordinator is a Licensed Clinical Social Worker (LCSW) trained in MDT facilitation, leadership, child abuse, and forensic interviewing with a minimum of 8 hours continuing education every two years. Forensic Interviewers complete an initial 32-hour NCA recognized Child Forensic Interview Training (CFIT) course, receive 8 hours of continuing education every two years, and attend monthly PEER Review. Family Advocates have 24 hours of initial training and 8 hours of continuing education every two years.

Medical evaluators include Physician Assistants, and Advanced Practice Nurses who acquire 40 hours initial training, 16 hours of didactic training, and 8 hours of



Grant Subaward Programmatic Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

continuing education every two years. Mental health providers are either licensed or working toward licensure and have completed 40 contact hours in trauma-informed evidence-supported mental health treatment with continuing education of 8 hours every two years and ongoing clinical supervision.

2) Cultural competency and diversity training is a significant part of everyday practice at RCC. Staff are required to participate in Diversity, Equity and Access training at a minimum of 8 hours every two years and MDT members are offered this training annually.

In January, 2021, the Sonoma County Board of Supervisors approved a 5-year strategic plan, which included the development of a Racial Equity and Social Justice pillar. The RCC Coordinator is a member of the Core Equity Team, has completed advanced training, and is part of Core Equity's Steering Committee. This topic will continue to be at the forefront of our work and training opportunities shared with MDT members.

RCC offers forensic interviews in both English and Spanish, which are the primary languages spoken by the majority of clients, and has two designated bilingual Spanish-speaking forensic interviewers. Court-certified professional translators assist MDT members needing translation. Translation services for other languages and American Sign Language are available as needed.



Grant Subaward Programmatic Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

3) RCC provides a child-focused setting that is designed to offer a safe, comfortable, and neutral environment where forensic interviews and other services can be accessed expeditiously. Alleged offenders are not allowed at RCC. Clients and families are observed and supervised within sight or hearing distance by RCC staff or MDT members. RCC is convenient and accessible to clients and MDT members and complies with all guidelines stipulated in the Americans with Disabilities Act (ADA) and/or state legislation. Areas where children may be present, as well as age and culturally appropriate toys and other resources are child-proofed, cleaned, and sanitized to be as safe as possible. Client service areas are designed and decorated to alleviate anxiety and instill confidence and comfort. Interview rooms help a child feel comfortable, safe, and free from distractions. A dedicated forensic interview specialist speaks with the child while MDT members observe and listen to the interview behind a one-way mirror. This allows for the child's comfort while enabling investigators to contribute questions or clarify information via an earpiece in the interviewer's ear. This interview minimizes further trauma to the child. Interviews are recorded and used during the investigation as an aid in criminal charging, and are made available to the Court. The recorded interview is then available to use in support of the child's testimony in the courtroom setting.



Grant Subaward Programmatic Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

4) The direct victim services offered on site at RCC are family advocacy, forensic interviews, medical exams, and mental health crisis intervention. Advocates provide crisis assessment and intervention, safety planning, risk assessment, and support for children and family members during all stages of involvement with the CAC. They further assess for the client's basic needs and cultural considerations and ensure those needs are addressed within the MDT. Family Advocates meet with clients when they arrive and remain with them during the forensic interview. There is a constant sharing of information with the MDT to keep team members informed and support the family. Clients receive information about victim's rights and compensation. Additional assistance with tangible services also includes housing, food, transportation, clothing, hotel vouchers, and legal and financial assistance. The support from family advocates goes far beyond the visit to RCC and extends through the life of the case.

Evidence-based mental health services are offered to children and families off-site through a linkage agreement. If immediate intervention is needed, RCC's mental health clinicians will respond to the center and support the child and family. When children and families are seen for therapeutic services, evidence-based assessments are administered at the beginning, middle, and end of treatment. Clinicians offer several different evidence-based treatment modalities



Grant Subaward Programmatic Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

in both English and Spanish. Direct victim services funded through this subaward include Family Advocacy, Forensic Interviews, and Mental Health services.

5) RCC refers child abuse survivors to a variety of non-profit partners for direct services. These agencies provide sexual assault advocacy, supportive services and counseling for Native families, intimate partner violence resources, trauma-informed evidence-supported mental health services, and family advocacy assisting families with victim compensation benefits. RCC has the added benefit of being housed within The Family Justice Center (FJC) which includes access to housing, financial and job resources, legal assistance, summer camp programs for children, and holistic healing practices such as trauma focused yoga and massage.

6) RCC has written protocols for case review procedures and case tracking. The purpose of the policy is to guide the process of reviewing client cases that have utilized services at RCC. It is RCC's policy to conduct monthly follow-up case reviews in order to evaluate the MDT's coordinated response, case status, and services needed by the child and family. The written protocol includes the frequency of meetings, designated attendees, case selection criteria, process for adding cases to the agenda and designating a facilitator, mechanisms for



Grant Subaward Programmatic Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

distribution of the agenda, notification of the case to be discussed, procedures for follow-up recommendations to be addressed, and the meeting location.

In addition to case review, daily or weekly briefings are conducted with on-site staff to review immediate scheduling and/or case issues.

RCC uses a case management database to track case demographics, abuse type, relationship to offender, MDT involvement and outcomes, and status follow through of medical and mental health referrals. Charges filed and case dispositions are shared with RCC monthly by the District Attorney's (DA's) Office. Child Protection outcomes are tracked through the Child Welfare Case Management System (CWS/CMS).

c. Capabilities

1) Since 1994, RCC has worked with MDT partners to provide over 7,700 forensic interviews and 1,297 forensic sexual assault medical exams to children involved in child abuse investigations. RCC has an Operational Agreement signed by authorized representatives at each core agency committing all parties to a multidisciplinary child abuse response. These agencies include Sonoma County DA's Office; Sonoma County LE Chief's Association (all Sonoma County LE agencies); Sonoma County Human Services Department; Sonoma County



Grant Subaward Programmatic Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

Department of Health Services (Public Health and Behavioral Health); LifeWorks and YWCA (Mental Health Services); and Verity (Family Advocate).

2) Agencies providing direct services provide documentation of essential training in accordance with the NCA Accreditation Standards. Mental health clinicians are trained in trauma-informed evidence-supported modalities and use evidence-based assessment tools to guide and inform the therapeutic process. Advocates deliver an evidenced-based screening tool to all children. Ongoing training opportunities are available to team members for their continued development. MOUs are signed by partner agencies that outline expectations for service delivery and training.

3) RCC has provided victim-centered, trauma-informed forensic interviews, advocacy, therapy referrals, and sexual assault medical exams since August 16, 1994, maintaining full NCA accreditation since 1998. Mental health referrals are offered to families through linkage agreements and sexual assault forensic medical exams are conducted on site by on-call medical providers 24 hours a day.

4) Proposed staff include a full-time FA and a 0.5 FTE FI. The FA will be employed by Verity, a non-profit serving sexual assault victims locally since 1974, and will be supervised jointly by the RCC Coordinator and Verity Clinical Supervisor. The RCC



Grant Subaward Programmatic Narrative

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

Coordinator has over 25 years' experience in CW, with over 5 years leading RCC. The FI position will be divided between two trained FIs, each with a minimum of 2 years' experience in the position and both with Master's Degrees in Social Work. They will be supervised by the RCC Coordinator. RCC's contracted therapy providers are LifeWorks and the YWCA. Since 1996, LifeWorks has earned a reputation for providing mental health services that are informed, respectful, and culturally responsive. Since 1975, The YWCA has been the County's main provider of domestic violence intervention, treatment, and prevention services.

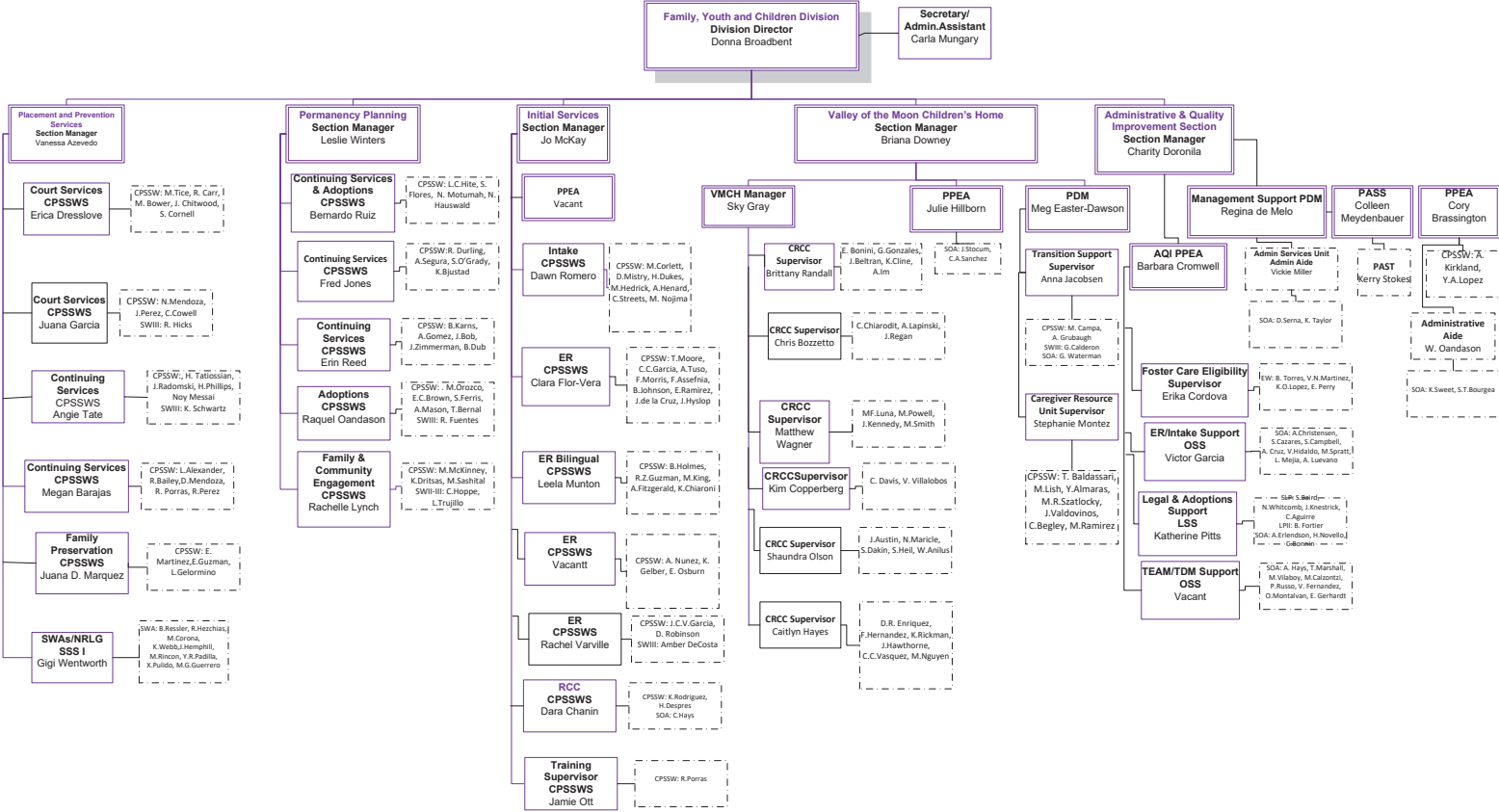


Operational Agreement Summary

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA	
1. <u>Sonoma County Department of Health Services</u>	<u>10/09/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
2. <u>Sonoma County District Attorney's Office</u>	<u>10/04/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
3. <u>Sonoma County Sheriff's Office</u>	<u>09/27/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
4. <u>Santa Rosa Police Department</u>	<u>09/28/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
5. <u>Rohnert Park Police Department</u>	<u>09/26/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
6. <u>Cotati Police Department</u>	<u>10/01/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
7. <u>Petaluma Police Department</u>	<u>10/09/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
8. <u>Sonoma State University Police Department</u>	<u>09/26/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
9. <u>California Highway Patrol</u>	<u>10/09/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
10. <u>Healdsburg Police Department</u>	<u>09/26/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
11. <u>Sebastopol Police Department</u>	<u>09/27/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
12. <u>Cloverdale Police Department</u>	<u>09/27/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
13. <u>Santa Rosa Junior College Police Department</u>	<u>09/27/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
14. <u>LifeWorks of Sonoma County</u>	<u>10/08/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
15. <u>Verity - Compassion, Safety, Support</u>	<u>09/26/2018</u>	<u>10/01/18</u>	<u>to 10/01/24</u>
16. <u>YWCA of Sonoma County</u>	<u>02/26/2020</u>	<u>02/26/20</u>	<u>to 10/01/24</u>
17. _____			to _____
18. _____			to _____
19. _____			to _____
20. _____			to _____





CHILDREN'S
ADVOCACY
CENTERS of
CALIFORNIA

a program of  CALICO

CERTIFICATE

OF MEMBERSHIP

proudly presented to

Redwood Children's Center

*certifying active membership with the
Children's Advocacy Centers of California
for the year 2023*



ERIN HARPER
Executive Director





HOLLY FLEMING
Program Director

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

Subrecipient: Sonoma County	UEI # DBMJHMXN6M15	FIPS #: 097-00000
Grant Disaster/Program Title: Child Advocacy Center Program		
Performance Period: 04/01/24	to 03/31/25	Subaward Amount Requested: \$ 200,000
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	

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?	>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 grant
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 13,315,600
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?	Yes
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?	Sometimes
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	3-5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

Certification: This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

Signature: (Authorized Agent) Angela Struckmann	Date:
Digitally signed by Angela Struckmann Date: 2023.10.26 16:22:37 -0700	
Print Name and Title: Angela Struckmann, Human Services Director	Phone Number: 707-565-6990

Cal OES Staff Only: SUBAWARD # KC23 02 0490



Grant Subaward Service Area Information

Grant Subaward #: KC23 02 0490

Subrecipient: Sonoma County

1. County or Counties Served:
Sonoma County

County where principal office is located: Sonoma County

2. U.S. Congressional District(s) Served:
2nd Congressional District
5th Congressional District

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

3. State Assembly District(s) Served:
2nd State Assembly District
5th State Assembly District
10th State Assembly District

State Assembly District where principal office is located: 2nd State Assembly District

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

State Senate District where principal office is located: 2nd State Senate District

5. Population of Service Area: 485,887 (2021)