



February 11, 2022

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

Subject: **NOTIFICATION OF APPLICATION APPROVAL**  
Child Advocacy Center Program  
Subaward #: KC21 05 0490, Cal OES ID: 097-00000

Dear Ms. Struckmann:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$206,000, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

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

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

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

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

VSPS Grants Processing

Enclosure

c: Subrecipient's file

Cal OES #	097-00000-18	FIPS #	097-00000	VS#		Subaward #	KC 21 05 0490
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## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

### GRANT SUBAWARD FACE SHEET

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

1. Subrecipient: Sonoma County 1a. DUNS#: 831448324

2. Implementing Agency: Sonoma County Human Services Department 2a. DUNS#: 831448324

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: KK - Child Advocacy Center Program 6. Performance Period: 4/1/2022 to 3/31/2023  
(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		\$132,955					\$132,955
9.	2021	VCGF	\$73,045						\$73,045
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost	\$73,045	\$132,955	\$206,000				\$206,000

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:  Date: 11/30/2021

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.

9A3D0B66E24B485...  
(Cal OES Fiscal Officer)

Mary Rucker 2/4/2022  
(Date)

9A3D0B66E24B485...  
(Cal OES Director or Designee)

Heather Carlson 2/4/2022  
(Date)

ENY: 2021-22 Chapter: 21 SL: 18400  
Item: 0690-102-0890 Pgm: 0385  
FAIN #: 2020-V2-GX-0031 10/01/19-09/30/23  
Fund: Federal Trust AL#: 16.575  
Program: Child Advocacy Center Program  
Match Req.: 20%, C/IK based on TPC-Match Waived  
Project ID: OES20VOCA000012  
SC: 2021-18400 Amount: \$132,955

ENY: 2021-22 Chapter: 21 SL: 14019  
Item: 0690-105-0001 Pgm: 0385  
Fund: General Fund  
Program: Child Advocacy Center Program  
Match Req.: None  
Project ID: OES21VCGFSUPP00  
SC: 2021-14019 Amount: \$73,045

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**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:**

<b>Fund Year</b>	<b>Federal Program Fund / AL#</b>	<b>Federal Awarding Agency</b>	<b>Total Federal Award Amount</b>	<b>Total Local Assistance Amount</b>
2020	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$195,905,619	\$188,069,394
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

**3. Project Description Section:**

- Project Acronym (Please choose from drop down):  
Child Advocacy Center Program (KC)
- Project Description (Please type the Project Description):  
Provides child abuse victims with an age-appropriate forensic interview in a family-friendly location and ongoing victim services for the child and family unit.

**4. Research & Development Section:**

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



## Grant Subaward Contact Information

Grant Subaward #: KC21 05 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: Roy Dajalos Title: Director of Administrative Services

Telephone #: 707-565-7229 Email Address: rdajalos@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: Lynda Hopkins Title: Board of Supervisors Chair

Telephone #: 707-565-2241 Email Address: lynda.hopkins@sonoma-county.org

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





**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Grant Subaward Signature Authorization

Grant Subaward #: KC 21 05 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: *A. Struckmann*

Date: 11/30/2021

### Financial Officer:

Printed Name: Roy Dajalos

Signature: *Roy C. Dajalos*

Date: 11/30/2021

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

Signature: *Paula Glodowski Valla*

Printed Name: Paula Glodowski Valla

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

Signature: *Amber Todahl*

Printed Name: Amber Todahl

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_



**Grant Subaward Certification of Assurance of Compliance**  
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

Grant Subaward #: KC21 05 0490

Subrecipient: Sonoma County

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 (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

**I. Federal Grant Funds – SRH Sections 14.005**

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure a single audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to allocate federal funds for the audit costs.

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

**II. Equal Employment Opportunity – SRH Section 2.025**

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requested or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law.

**Subrecipients certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.**

EEO Officer: Nick Yanez

Title: Program Development Manager, Human Resources

Address: 2550 Paulin Drive Santa Rosa, CA 95403

Telephone Number: (707) 565-1309

Email Address: nyanez@schsd.org



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

The State of California requires that every person or organization receiving a Grant Subaward or contract shall certify it will provide a drug-free workplace.

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

The California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000 et seq.) requires all Cal OES-funded Subrecipients to certify compliance with CEQA. Subrecipients must certify they have completed, and will maintain on file, the appropriate CEQA compliance documentation.

**V. Lobbying – SRH Sections 2.040 and 4.105**

Grant Subaward funds, property, and funded positions must not be used for any lobbying activities. This includes, but is not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

**VI. Debarment and Suspension – SRH Section 2.045**

Subrecipients receiving federal funds must certify that they will adhere to Federal Executive Order 12549, Debarment and Suspension. The Subrecipient certifies that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency.

The Subrecipient certifies that it will not make any Second-Tier Subaward, or enter into any contract greater than \$25,000, with parties that are debarred, suspended, or otherwise excluded or ineligible for participation in Federal programs or activities.

**VII. Proof of Authority from City Council/Governing Board – SRH Section 1.055**

Subrecipients accept responsibility for and must comply with the requirement to obtain a signed resolution from governing body (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 Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the Subrecipient. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also

agreed that Grant Subaward funds received from Cal OES shall not be used to supplant expenditures controlled by the governing board.

Subrecipients are required to obtain written authorization by the governing body (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 Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. The Applicant is also required to maintain said written authorization on file and make readily available upon demand.

### **VIII. Civil Rights Compliance – SRH Section 2.020**

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

### **IX. Federal Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Special Conditions**

#### **1. Applicability of Part 200 Uniform Requirements**

The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this award supplements funds previously awarded by OJP under the same award 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 award or a supplemental award) that are obligated on or after the acceptance date of this 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 award that the Subrecipient must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the Subrecipient must provide access, include performance measurement information, in addition to



the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-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 OJP promptly for clarification.

2. Compliance with DOJ Grants Financial Guide

The Subrecipient must to comply with the DOJ Grants 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.

3. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP authority to terminate award)

The Subrecipient 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, Subrecipients ("Subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the Subrecipient or of any Subrecipient.

The details of the Subrecipient's 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> (Award condition: Prohibited conduct by Subrecipients and Subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

4. Requirements related to System for Award Management and Universal Identifier Requirements

The Subrecipient 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.

The Subrecipient also must comply with applicable restrictions on Second-Tier Subawards, including restrictions on subawards to entities that do not acquire and provide (to the Subrecipient) the unique entity

identifier required for SAM registration.

The details of the Subrecipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award 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).

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

The Subrecipient 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 award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

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

The Subrecipient 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, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2020, are set out at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here.



Should a question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

7. Reporting Potential Fraud, Waste, & Abuse

The Subrecipient must promptly refer to DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

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

No Subrecipient under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

a. In accepting this award, the Subrecipient:

- Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or

contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

- Certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
- b. If the Subrecipient does or is authorized under this award to make Subawards, procurement contracts, or both:
- It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
  - It certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
9. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subrecipient understands that DOJ encourages Subrecipients to adopt



and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

10. OJP Training Guiding Principles

Any training or training materials that the Subrecipient develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

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

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

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000 (for 2018 federal award) or \$250,000 (for 2019 & 2020 federal awards)

The Subrecipient 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 (\$150,000 [for 2018 federal award] currently, \$250,000 [for 2019 & 2020 federal awards]). 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> (Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000 [for 2018 federal award] and exceed \$250,000 [for 2019 & 2020 federal

award]], and are incorporated by reference here.

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

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

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

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

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

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

15. VOCA Requirements

The Subrecipient must 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.

16. Demographic Data

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

17. Performance Reports

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

18. Access to Records

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

19. All Subawards ("Subgrants") must have specific federal authorization

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

The details of the requirement for authorization of any Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All Subawards ("Subgrants") must have specific federal authorization), and are incorporated by reference here.

20. Unreasonable restrictions on competition under the award; association with federal government

This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used.

a. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable

requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

b. Monitoring

The Subrecipient's monitoring responsibilities include monitoring of compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award 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) The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor, grant Subrecipient or Subrecipient, agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.
- 2) Nothing in this condition shall be understood to authorize or require any Subrecipient or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

21. Determination of suitability to interact with participating minors

This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ, the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award is to benefit a set of individuals under 18 years of age.



The Subrecipient 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.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 42

The Subrecipient 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.

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The Subrecipient must comply with all applicable requirements of 28

C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

24. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The Subrecipient 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 that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients and 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.

25. Restrictions on "Lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the Subrecipient, 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 the Subrecipient 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 would or might fall within the scope of these prohibitions, the Subrecipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Subgrant Award Report (SAR)

The Subrecipient must submit a SAR to OVC for each Subrecipient of the VOCA victim assistance funds, within ninety (90) days of awarding funds to the Subrecipient. Subrecipients must submit this information through the automated system.

27. Effect of Failure to Address Audit Issues

The Subrecipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the Subrecipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this Grant Subaward), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

28. Additional DOJ Awarding Agency Requirements (2018, 2019, & 2020)



The Subrecipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the Subrecipient is designated as "high- risk" for purposes of the DOJ high-risk grantee list.

#### 29. Hiring Documents

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the fund.



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

<b>CERTIFICATION</b>			
<p>I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.</p>			
<p>Official Designee's Signature: <u></u></p>			
<p>Official Designee's Typed Name: <u>Angela Struckmann</u></p>			
<p>Official Designee's Title: <u>Director of Human Services Department</u></p>			
<p>Date Executed: <u>11/30/2021</u></p>			
<p>Federal Employer ID #: <u>94-6000539</u> Federal DUNS #: <u>831448324</u></p>			
<p>Current System for Award Management (SAM) Expiration Date: <u>7/15/2022</u></p>			
<p>Executed in the City/County of: <u>Santa Rosa / Sonoma</u></p>			
<b>AUTHORIZED BY:</b>			
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> City Financial Officer  <input type="checkbox"/> City Manager  <input type="checkbox"/> Governing Board Chair                         </td> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> County Financial Officer  <input type="checkbox"/> County Manager                         </td> </tr> </table>		<input type="checkbox"/> City Financial Officer <input type="checkbox"/> City Manager <input type="checkbox"/> Governing Board Chair	<input checked="" type="checkbox"/> County Financial Officer <input type="checkbox"/> County Manager
<input type="checkbox"/> City Financial Officer <input type="checkbox"/> City Manager <input type="checkbox"/> Governing Board Chair	<input checked="" type="checkbox"/> County Financial Officer <input type="checkbox"/> County Manager		
<p>Signature: <u></u></p>			
<p>Typed Name: <u>Roy Dajalos</u></p>			
<p>Title: <u>Department Administrative Services Director</u></p>			





**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #: KC21 05 0490			
A. Personnel Costs - Line-item description and calculation	20VOCA	21VCGF	Fund Source <del>3</del>	Fund Source <del>4</del>	Fund Source <del>5</del>	Total Amount Allocated
<b>Program Planning &amp; Evaluation Analyst (.6 FTE)</b>						
\$3608/Bi-Weekly X 26 pay periods X 60% FTE = \$56,285	\$56,285					\$56,285
70.305% X \$93,808 total salaries X 60% FTE = \$39,571	\$39,571					\$39,571
FICA, SUI, Workers Comp, Health, Vision, Dental, Life & Disability Insurance & Retirement Benefits						
<b>Description: Added capacity to the RCC team to develop policies, procedures and protocol for the MDT to respond to severe physical abuse cases, expand mental health service, and ensure effective service coordination of the MDT in service of child victims of crimes including abuse, neglect, and trafficking.</b>						
Position supports coordination of direct services with funding.						
Personnel Costs Fund Source Totals	\$95,856					\$95,856
<b>PERSONNEL COSTS CATEGORY TOTAL</b>						\$95,856



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #: KC21 05 0490			
B. Operating Costs - Line-item description and calculation	20VOCA	21VCGF	Fund Source <del>3</del>	Fund Source <del>4</del>	Fund Source <del>5</del>	Total Amount Allocated
<b>2022 Dallas Crimes Against Children (6 participants)</b>						
Registration \$725 x 6 staff	\$4,350					\$4,350
Airfare \$608 x 6 staff = \$3,648	\$3,648					\$3,648
Lodging 4 nights \$154 x 6 staff x 4 nights = \$3,696	\$3,696					\$3,696
Per Diem \$56 x 6 staff x 5 days = \$1,680	\$1,680					\$1,680
<small>This is a place holder for the training. The Subrecipient will submit a Modification with an Out of State Travel request including the name and position of attendees before booking travel.</small>						
<b>Description: Conference providing practical and interactive training &amp; instruction for individuals working directly with child victims of crimes.</b>						
<b>NCA Leadership Conference (1 participant)</b>						
Registration \$700 x 1 staff	\$700					\$700
Airfare \$480 x 1 staff = \$480	\$480					\$480
Lodging 4 nights \$258 x 1 staff x 4 nights = \$1,032	\$1,032					\$1,032
Per Diem \$56 x 1 staff x 5 days = \$280	\$280					\$280
<b>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.</b>						



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #: KC21 05 0490			
B. Operating Costs - Line-item description and calculation	20VOCA	21VCGF	Fund Source <del>3</del>	Fund Source <del>4</del>	Fund Source <del>5</del>	Total Amount Allocated
<b>Child Forensic Interview Training (1 participant)</b> NCAC Spanish CFIT 1 staff x \$949 <i>Description: Specialized virtual training in forensic interviewing for new staff.</i>	\$949					\$949
<b>Cloud Storage</b> 12 Months x \$250 <i>Description: Cloud-based video management system, to store and share forensic interviews. The system includes layers of security including multifactor authentication and binary scrambling, is HIPAA compliant, and automatically documents chain of custody.</i>	\$3,000					\$3,000
<b>Netflix Subscription</b> 12 months x \$14 <i>Description: Families are able to use Netflix in our Family Room while waiting for child to complete the forensic interview.</i>	\$168					\$168
<b>Office Supplies</b>						





**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #: KC21 05 0490			
B. Operating Costs - Line-item description and calculation	20VOCA	21VCGF	Fund Source <del>3</del>	Fund Source <del>4</del>	Fund Source <del>5</del>	Total Amount Allocated
12 months X \$125 Personal Protective Equipment (Masks, shields, hand sanitizer) & Cleaning Supplies projected estimate based on 2021 budget	\$1,500					\$1,500
12 months X \$154.17 Office Supplies & Art supplies (coloring books, crayons, markers, pencils) projected estimate based on 2021 budget	\$1,850					\$1,850
<b>YWCA Therapy Services</b> <b>Second Tier Subaward</b> Sessions run from \$75/hr - \$105/hr depending on therapeutic modality used. <i>Description: Provider of evidence-based mental health services for child victims of crimes.</i>	\$13,766	\$31,234				\$45,000
<b>Lifeworks Therapy Services</b> Sessions run from \$75/hr - \$105/hr depending on therapeutic modality used. <i>Description: Provider of evidence-based mental health services for child victims of crimes.</i>		\$41,811				\$41,811



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #: KC21 05 0490			
B. Operating Costs - Line-item description and calculation	20VOCA	21VCGF	Fund Source <del>3</del>	Fund Source <del>4</del>	Fund Source <del>5</del>	Total Amount Allocated
Operating Costs Fund Source Totals	\$37,099	\$73,045				\$110,144
OPERATING COSTS CATEGORY TOTAL *						\$110,144



## Multiple Fund Sources

Subrecipient: Sonoma County			Grant Subaward #: KC21 05 0490			
C. Equipment Costs - Line-item description and calculation	20VOCA	21VCGF	Fund Source <del>3</del>	Fund Source <del>4</del>	Fund Source <del>5</del>	Total Amount Allocated
No funds requested for this item						
Equipment Costs Fund Source Totals						
EQUIPMENT COSTS CATEGORY TOTAL						

<b>Grant Subaward Totals</b> - Totals must match the Grant Subaward Face Sheet	<b>20 VOCA</b>	<b>21 VCGF</b>	<b>Fund Source 3</b>	<b>Fund Source 4</b>	<b>Fund Source 5</b>	<b>Total Project Cost</b>
<b>Fund Source Totals</b>	<b>\$132,955</b>	<b>\$73,045</b>				<b>\$206,000</b>



## VSPS Budget Summary Report

**KC21 Child Advocacy Center Program**

Sonoma County

Child Advocacy Center Program

**Subaward #: KC21 05 0490**

**Performance Period: 04/01/22 - 03/31/23**

**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	95,856	0	95,856	0	95,856
S	21VCGF	0	0	0	0	0
<b>Total A. Personal Services - Salaries/Employee Benefits:</b>		<b>95,856</b>	<b>0</b>	<b>95,856</b>	<b>0</b>	<b>95,856</b>

### **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	37,099	0	37,099	0	37,099
S	21VCGF	73,045	0	73,045	0	73,045
<b>Total B. Operating Expenses:</b>		<b>110,144</b>	<b>0</b>	<b>110,144</b>	<b>0</b>	<b>110,144</b>

### **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
S	21VCGF	0	0	0	0	0
<b>Total C. Equipment:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
<b>Total Local Match:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Funded:</b>	<b>206,000</b>	<b>0</b>	<b>206,000</b>	<b>0</b>	<b>206,000</b>
<b>Total Project Cost:</b>	<b>206,000</b>	<b>0</b>	<b>206,000</b>	<b>0</b>	<b>206,000</b>

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

02/11/22



## Grant Subaward Programmatic Narrative

Grant Subaward #: KC21 05 0490

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Subrecipient: Sonoma County

### **Project Narrative**

#### **b. Plan**

##### **1) The multidisciplinary team and the plan to increase the effectiveness of the team's response to child abuse/neglect cases.**

The RCC multidisciplinary team consists of Forensic Interviewers, Prosecution, Child Protective Services, Forensic Medical Examiners, Law Enforcement, Family Advocates, Mental Health professionals, and Public Health Nurses. RCC has a two-pronged approach to increase the effectiveness of the MDT. First, is to continue to invest in the education of the MDT members by offering training for all disciplines. Previous conferences have proved invaluable for MDT members by learning new ways to improve investigations, forensic interviews, service delivery and understanding how to incorporate new tools for the team to manage secondary and vicarious trauma. Given the impact of the pandemic on team members and training moved to virtual platforms, it is important for team members to have the opportunity to return to these supportive communities.

Second, is to add capacity to the staff team with a .6 FTE Program Planning & Evaluation Analyst to develop the policies, procedures and protocol for the MDT to respond to severe physical abuse cases, expand both our CSEC and mental health services, as well as provide ongoing administrative support to ensure effective



## Grant Subaward Programmatic Narrative

Grant Subaward #: KC21 05 0490

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Subrecipient: Sonoma County

implementation and service coordination of the MDT membership to address this unmet need. The COVID pandemic caused a delay in the initial hiring of this position and unfortunately once again that position is unfilled.

### **2) The frequency at which forensic interviews take place at the Applicant's CAC and how that information is shared with the multidisciplinary team.**

Since its inception in 1994, the Redwood Children's Center (RCC) has worked alongside law enforcement and child welfare workers, providing over 7,400 forensic investigative interviews and over 1,500 forensic sexual assault medical exams to children involved in child abuse investigations in our community. On average, RCC conducts 230-270 forensic interviews each year. These statistics are shared with the Multi-Disciplinary team during the monthly Case Review meeting, monthly Investigative Team meetings, quarterly Steering Committee meetings, and quarterly Oversight Meetings.

Furthermore, RCC continues to use a cloud-based video management system, to store and share forensic interviews. This program has layers of security including multifactor authentication and binary scrambling, is HIPAA compliant, and automatically documents chain of custody. With the use of this program, recorded interviews will be stored securely without the risk of duplication or unauthorized access.





## Grant Subaward Programmatic Narrative

Grant Subaward #: KC21 05 0490

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Subrecipient: Sonoma County

### **3) The victim and advocacy services provided by Applicant**

Victim and advocacy services are provided by community-based Sexual Assault advocates, District Attorney Victim advocates, and the YWCA Intimate Partner Violence advocates. Sexual Assault advocates participate forensic interviews and support victims and caregivers during their time at RCC. Through the pandemic these services have been offered virtually to clients including the support of victims during medical exams. The pandemic has placed challenges on our advocates but they have continued to support families through telephone calls and video meetings. It is hoped that in the next few months our advocates will return to in person service delivery. Sexual Assault advocates also provide ongoing case management to ensure victims' needs are met and to connect the families to services such as legal assistance, housing, food, counseling, immigration assistance, transportation, medical services, and ongoing support and education. District Attorney Victim advocates assist the caregivers in applying for victim compensation, educate and support the family through the criminal process, collaborate with the sexual assault advocates and ensure family and victim needs are met. These advocates will be an essential partner for support of severe physical abuse cases to link families and victims with necessary resources and access to ongoing medical evaluations. The YWCA Intimate Partner



## Grant Subaward Programmatic Narrative

Grant Subaward #: KC21 05 0490

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Subrecipient: Sonoma County

Violence advocates provide ongoing case management, including support and resources for families and victims involved in intimate partner violence.

### **4) Whether mental health services are provided on site or referred to outside individuals/ agencies.**

Mental Health Services are currently provided by referral to outside agencies through a linkage agreement. Crisis intervention is provided on-site as needed. Mental health clinicians are part of the Multi-Disciplinary team and attend monthly meetings with advocates to coordinate support. They also attend monthly Case Reviews to engage in continuous quality improvement and are available for consults as needed.

RCC has a two-part plan to address access to quality mental health services. Funding for mental health services will continue through this grant to ensure that victims are offered evidence-based treatment to meet their needs. Additionally, capacity will be added to the staff team through a Program Planning & Evaluation Analyst (.6 FTE) to provide program development to enhance and expand services to meet the needs of clients, as well as manage service provider contracts and collaboration. This includes offering training in evidence based treatment to expand service delivery to our clients. The Program Planning & Evaluation Analyst position will develop policies, procedures, and tracking systems to support the service provision of contracted



## Grant Subaward Programmatic Narrative

Grant Subaward #: KC21 05 0490

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Subrecipient: Sonoma County

mental health providers, and coordinate training. This will ensure quality and consistency with evidence-based modalities and increase capacity to serve more child victims.

### **5) The frequency of case reviews and how the Applicant coordinates the multidisciplinary team for the case reviews.**

The RCC Coordinator and the Deputy District Attorneys assigned to RCC hold case reviews once a month for the MDT. Trainings are offered each month during case review to enhance the knowledge of the team and to keep up to date on the latest research to meet the needs of victims. The case review process follows the National Children's Alliance (NCA) Accreditation Standards.

### **6) How volunteers will be used (VOCA requirement).**

RCC is housed at the Family Justice Center (FJC). The FJC provides volunteers to assist the program by organizing clothing and supplies for victims, making copies of brochures and resources for families, and by conducting follow up Outcome Measurement System surveys with caregivers. Furthermore, RCC routinely supports the ongoing teaching of Masters in Social Work interns by facilitating an internship





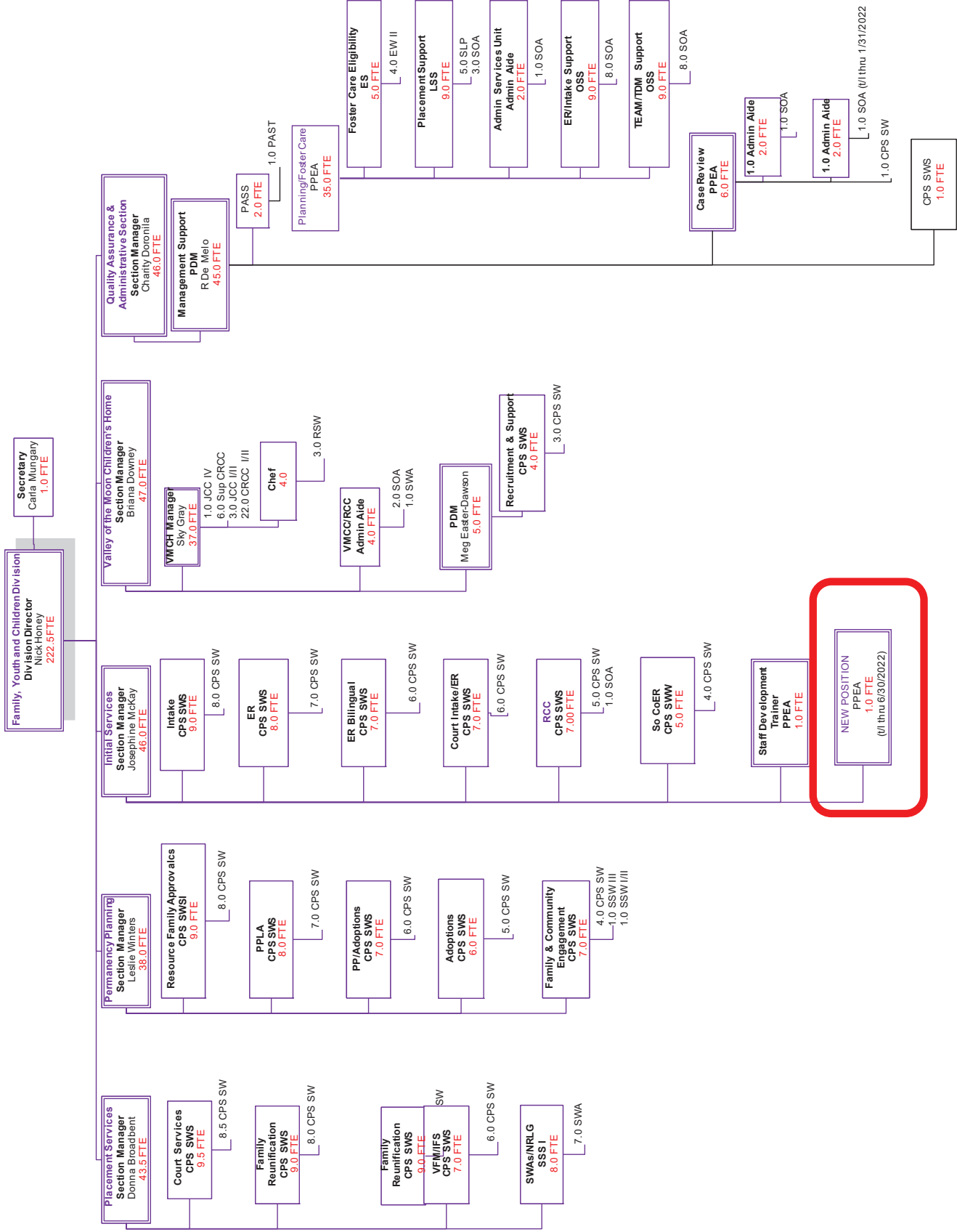
## Grant Subaward Programmatic Narrative

Grant Subaward #: KC21 05 0490

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Subrecipient: Sonoma County

experience with collaboration, communication, awareness of evidence-based modalities, and knowledge of cutting-edge research.





**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

## Out-of-State Travel Request

Grant Subaward #: KC 21 05 0490

Subrecipient: Sonoma County

Traveler(s): 1 Attendees Dara Chanin

Travel Dates: 06/04/2022 to 06/08/2022 Destination: Washington, DC

Purpose of Trip: Training-NCA Leadership Conference



Conference/training not available in California - Attach brochures or registration information



Victim advocacy



Other - Attach any applicable documentation

Justification:

This training teaches those who lead Child Advocacy Centers leadership skills.

I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.

Angela Struckmann

Grant Subaward Director Name

A. Struckmann 11/30/2021

Grant Subaward Director Signature

Date

### Cal OES Approval



Approved



Denied

Stephan Fox

Program Specialist Signature

1/10/22

Date



Approved



Denied

Susan Grace

Unit Chief Signature

1/24/2022

Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: KC 21 05 0490

Subrecipient: Sonoma County

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{1}{\text{Travelers}} \times \$\frac{480}{\text{airfare}} = \$\underline{480}$

Rental Car:  $\frac{\text{Car}}{\text{Car}} \times \$\frac{\text{daily rate}}{\text{daily rate}} \times \frac{\text{days}}{\text{days}} = \$\underline{0}$

Mileage:  $\frac{\$}{\text{Mileage rate}} \frac{\text{miles}}{\text{miles}} \times \frac{\text{miles}}{\text{miles}} = \$\underline{0}$

Parking:  $= \$\underline{0}$

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.):  $= \$\underline{0}$

Lodging:  $\frac{1}{\text{Travelers}} \times \$\frac{258}{\text{daily rate}} \times \frac{4}{\text{days}} = \$\underline{1032}$

Per Diem:  $\frac{1}{\text{Travelers}} \times \$\frac{56}{\text{daily rate}} \times \frac{5}{\text{days}} = \$\underline{280}$

Other Costs: Description: Cost:  $= \$\underline{700}$

Registration/Conference Fee:  $\underline{700}$

1 Attendees - \$700/person

**TOTAL COST NOT TO EXCEED:**  $= \$\underline{2,492}$



VICTIMS OF CRIME ACT (VOCA) VICTIM ASSISTANCE FORMULA GRANT PROGRAM  
**MATCH WAIVER REQUEST**

Cal OES Subrecipients may request a partial or full match waiver. Approval is dependent on a compelling justification. To request a partial or full match waiver, the Subrecipient must complete the following:

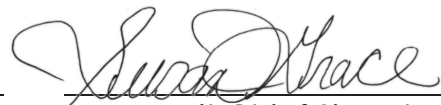
1. VOCA Victim Assistance Formula Grant Program Award Number: 2020-V2-GA-0031
2. Cal OES Subaward Number: KC21 05 0490
3. Subrecipient's Name: Sonoma County
4. Grant Subaward Performance Period 4/1/2022 through 3/31/2023
5. VOCA Victim Assistance Funds Awarded: \$ 132,955
6. Amount of Cash Match Proposed (post-Match Waiver): \$ 0
7. Amount of In-kind Match Proposed (post-Match Waiver): \$ 0
8. Total Amount of Match Proposed (sum of #6 and #7): \$ 0
9. Briefly summarize the services provided:  
Redwood Children's Center (RCC) is the only Child Advocacy Center in Sonoma County and serves as the coordination hub for investigation and intervention services for child victims of sexual and physical abuse and also coordinates services including Multi-Disciplinary Team Meetings and case management for Children that are the victims of sexual exploitation (CSEC). RCC provides supportive services, therapy referrals, medical exams, victim advocacy, and case management for those children and families.
10. Describe practical and/or logistical obstacles to providing match:  
The COVID-19 pandemic remains a strain on the community. Unfortunately, many services previously provided in person, remain restricted in capacity and are still provided virtually. Verity, a local non-profit that specializes in victim advocacy, traditionally provides the bulk of our in-kind match. Covid-19 restrictions have resulted in Verity's diminished capacity to provide victim advocacy due to technology constraints, an inability of victims to connect on-line for long periods of time, and the lack of phone/computers/internet connection for families.
11. Describe any local resource constraints to providing match:  
Since the pandemic began, RCC has had limited in-person advocates present to support them during the process and provide resources. Contact with families has been primarily through phone and video contact. Our smaller non-profits, like Verity, are facing challenges with their workforce in terms of retention and vaccination status, which impedes their ability to provide in-person services. There is a limited number of qualified service providers in the area and all are doing what they can to continue to provide our community with needed services.

Approved ☒

Denied ☐

Susan Grace

Unit Chief Name



Unit Chief Signature / Date

11/19/2021



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**SAR Review**

Office for Victims of Crime  
Victim Assistance Formula Grants Program  
SUBGRANT AWARD REPORT (SAR)

[Print](#)FEDERAL AWARD NUMBER: [\(EDIT\)](#) [\(INDEX.CFM?EVENT=SAR&STEPS=4&B2REVIEW\)](#)

AWARD NUMBER	\$\$\$ FROM THIS AWARD	<u>A. Child abuse:</u>	<u>B. Domestic and Family Violence:</u>	<u>C. Sexual assault:</u>	<u>D. Underserved:</u>
2020-V2-GX-0031	132,955	132,955	0	0	0

## 1. SUBGRANTEE AGENCY NAME:

A. Agency Name : KC21 Sonoma County  
B. Agency Address : 2755 Mendocino Ave, Ste 204  
C. City : Santa Rosa  
D. State : CA  
E. Zip Code : 95403

## 2. SUBGRANTEE AGENCY POINT OF CONTACT :

A. POC Name : Dara Chanin  
B. Phone Number : (707) 565-6361  
C. E-mail : dchanin@schsd.org

## 3. SUBGRANTEE ORGANIZATION TYPE :

Government Agencies Only - Other: Child Services

## 4. OVC CRIME VICTIM ASSISTANCE FUNDS AWARDED : \$ 132,955.00

A. Project start date: 04/01/2022  
B. Project end date: 03/31/2023  
C. State-assigned Subaward Number: KC21 05 0490

## 5. PURPOSE OF THE VOCA SUBAWARD : (CHECK ALL):

- ☒ A. Continue a VOCA-funded victim project funded in a previous year  
☐ B. Expand or enhance an existing project not funded by VOCA in the previous year  
☐ C. Start up a new victim services project  
☐ D. Start up a new **Native American** victim services project  
☐ E. Expand or enhance an existing **Native American** project

## 6. PRIORITY AND UNDERSERVED REQUIREMENTS:

A. Child abuse: 132,955.00

A1. Child physical abuse/neglect: 66,478.00  
A2. Child sexual abuse: 66,477.00

B. Domestic and Family Violence: 0.00

C. Sexual assault: 0.00

C1. Child sexual assault:  
C2. Adult sexual assault:

D. Underserved: 0.00

D1. Underserved (DUI/DWI crashes)

D2. Underserved (assault):

D3. Underserved (adults molested as children):

D4. Underserved (elder abuse):

D5. Underserved (robbery):

D6. Underserved (survivors of homicide victims):

D7. Other Underserved (other violent crimes):

D8. Please briefly describe "Other Underserved (other violent crimes)" :

D9. Other Underserved (non-violent crimes):

D10. Please briefly describe Other Underserved (non-violent crimes):

D11. Please briefly explain how your state or territory defines "underserved" if other than what is listed above:  
This is determined by the state for all SARs. It will auto-populate all active SARs during the same federal fiscal year.

7. SERVICE AREA (S):

Sonoma

8. SUBGRANT MATCH (FINANCIAL SUPPORT FROM OTHER SOURCES)

A. Value of in-kind match: 0.00

B. Cash match: 0.00

C. Total match: 0.00

D. Match waiver : -√

9. USE OF VOCA AND MATCH FUNDS: (REQUIRED) (INDEX.CFM?EVENT=SAR&STEPS=5&B2REVIEW)

A. INFORMATION & REFERRAL

- ☐ Information about the criminal justice process
- ☐ Information about victim rights, how to obtain notifications, etc.
- ☐ Referral to other victim service programs
- ☐ Referral to other services, supports, and resources (includes legal, medical, faith-based organizations, address confidentiality programs, etc.)

B. PERSONAL ADVOCACY/ACCOMPANIMENT

- ☐ Victim advocacy/accompaniment to emergency medical care
- ☐ Victim advocacy/accompaniment to medical forensic exam
- ☐ Law enforcement interview advocacy/accompaniment
- ☐ Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)
- ☐ Performance of medical or nonmedical forensic exam or interview or medical evidence collection
- ☐ Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- ☐ Intervention with employer, creditor, landlord, or academic institution
- ☐ Child and/or dependent care assistance (includes coordination of services)
- ☐ Transportation assistance (includes coordination of services)
- ☐ Interpreter services

C. EMOTIONAL SUPPORT OR SAFETY SERVICES

- ☐ Crisis intervention (in-person, includes safety planning, etc.)
- ☐ Hotline/crisis line counseling
- ☐ On-scene crisis response (e.g., community crisis response)
- ☐ Individual counseling
- ☐ Support groups (facilitated or peer)
- ☐ Other therapy (traditional, cultural, or alternative healing; art, writing, or play therapy; etc.)
- ☐ Emergency financial assistance (includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic meds, durable/medical equipment, etc.)

D. SHELTER/HOUSING SERVICES

- ☐ Emergency shelter or safe house
- ☐ Transitional housing
- ☐ Relocation assistance (includes assistance with obtaining housing)

E. CRIMINAL/CIVIL JUSTICE SYSTEM ASSISTANCE

- ☐ Notification of criminal justice events (e.g., case status, arrest, court proceedings, case disposition, release, etc.)
- ☐ Victim impact statement assistance
- ☐ Assistance with restitution (includes assistance in requesting and when collection efforts are not successful)
- ☐ Civil legal assistance in obtaining protection or restraining order
- ☐ Civil legal assistance with family law issues (e.g., custody, visitation, or support)
- ☐ Other emergency justice related assistance
- ☐ Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- ☐ Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness)
- ☐ Law enforcement interview advocacy/accompaniment
- ☐ Criminal advocacy/accompaniment
- ☐ Other legal advice and/or counsel

F. ASSISTANCE IN FILING COMPENSATION CLAIMS

- ☐ Assists potential recipients in seeking crime victim compensation benefits (Required) (index.cfm?event=sar&steps=5&B2review)

10. TYPES OF VICTIMIZATIONS (REQUIRED) (INDEX.CFM?EVENT=SAR&STEPS=5&B2REVIEW)

Types of Victimizations

- ☐ Adult Physical Assault (includes Aggravated and Simple Assault)
- ☐ Adult Sexual Assault
- ☐ Adults Sexually Abused/Assaulted as Children
- ☐ Arson
- ☐ Bullying (Verbal, Cyber or Physical)
- ☐ Burglary
- ☐ Child Physical Abuse or Neglect
- ☐ Child Pornography
- ☐ Child Sexual Abuse/Assault
- ☐ Domestic and/or Family Violence
- ☐ DUI/DWI Incidents
- ☐ Elder Abuse or Neglect
- ☐ Hate Crime: Racial/Religious/Gender/ Sexual Orientation/Other (Explanation Required)
- ☐ Human Trafficking: Labor
- ☐ Human Trafficking: Sex
- ☐ Identity Theft/Fraud/Financial Crime
- ☐ Kidnapping (non-custodial)
- ☐ Kidnapping (custodial)

- ☐ Mass Violence (Domestic/International)
- ☐ Other Vehicular Victimization (e.g., Hit and Run)
- ☐ Robbery
- ☐ Stalking/Harassment
- ☐ Survivors of Homicide Victims
- ☐ Teen Dating Victimization
- ☐ Terrorism (Domestic/International)
- ☐ Other
- If other, please explain:

11. BUDGET AND STAFFING:

A. Total budget for all victimization programs/services for this agency: (Required)(index.cfm?event=sar&steps=5&B2review) \$ 0.00

B. Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

B1. Subaward Amount: \$ 132955

B2. OTHER STATE/TERRITORY: \$ 0.00  
(Required)(index.cfm?event=sar&steps=5&B2review)

B3. Other Local: \$ 0.00  
(index.cfm?event=sar&steps=5&B2review)

B4. Other Federal: \$ 0.00  
(index.cfm?event=sar&steps=5&B2review)

B5. Other non-federal: \$ 0.00  
(index.cfm?event=sar&steps=5&B2review)

C. Total number of paid staff for all subgrantee victimization program and/or services: (Required)(index.cfm?event=sar&steps=5&B2review) 0

D. Number of staff hours funded through this VOCA award (plus match) for subgrantee's victimization programs and/or services: (Required)(index.cfm?event=sar&steps=5&B2review) 0.00

E. Number of volunteer staff supporting the work of this VOCA award (plus match) for subgrantee's victimization programs and/or services (Count each volunteer once. Do not prorate based on FTE.): (Required)(index.cfm?event=sar&steps=5&B2review)

F. Number of volunteer hours supporting the work of this VOCA award (plus match) for subgrantee's victimization programs and/or services: (Required)(index.cfm?event=sar&steps=5&B2review) 0.00

Overall Comments(Optional):

SAR is incomplete. Please complete the required information [Review & Make Change](#) (index.cfm?event=sar&steps=5)

For technical assistance, contact the OVC PMT Help Desk at [ovcpm@usdoj.gov](mailto:ovcpm@usdoj.gov) (mailto:ovcpm@usdoj.gov) or call toll-free 1-844-884-2503. The Office for Victims of Crime is a component of the Office of Justice Programs, U.S. Department of Justice.



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

<b>Subrecipient</b> <u>Sonoma County</u>	<b>Duns#</b> <u>831448324</u>	<b>FIPS#</b> <u>097-00000</u>
<b>Disaster/Program Title:</b> <u>Child Advocacy Center Program</u>		
<b>Performance Period:</b> <u>04/01/22</u> to <u>03/31/23</u> <b>Subaward Amount Requested:</b> <u>\$ 206,000</u>		
<b>Type of Non-Federal Entity (Check Box):</b> <input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe		

Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, grant manager is the individual who has primary responsibility for day-to-day administration of the grant, bookkeeper/accounting staff means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and organization refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 11,625,666
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, etc.?	3-5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

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

**Signature:** (Authorized Agent) 

**Date:** 11/30/2021

**Print Name and Title:** Angela Struckmann, Human Services Director

**Phone Number:** 707-565-6990

Cal OES Staff Only: SUBAWARD # KC21 05 0490 



## Grant Subaward Service Area Information

Grant Subaward #: KC21 05 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: 488,863 (2020)