File No. 121126

Committee Item No. 2
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee **Date** 12/05/2012

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
☒	☐	Resolution
☐	☐	Ordinance
☐	☐	Legislative Digest
☐	☐	Budget and Legislative Analyst Report
☐	☐	Legislative Analyst Report
☐	☐	Youth Commission Report
☐	☐	Introduction Form (for hearings)
☒	☐	Department/Agency Cover Letter and/or Report
☐	☐	MOU
☒	☐	Grant Information Form
☒	☐	Grant Budget
☐	☐	Subcontract Budget
☐	☐	Contract/Agreement
☐	☐	Form 126 – Ethics Commission
☒	☐	Award Letter
☒	☐	Application
☐	☐	Public Correspondence

OTHER **(Use back side if additional space is needed)**

☐	☐	
☐	☐	
☐	☐	
☐	☐	
☐	☐	
☐	☐	
☐	☐	
☐	☐	

Completed by: Victor Young **Date** November 30, 2012
Completed by: Victor Young **Date** _____

FILE NO. 121126 RESOLUTION NO.

[Accept and Expend Grant - Encourage Arrest Policies and Enforcement of Protection Orders Program - $650,000]

Resolution authorizing the Department on the Status of Women to retroactively accept and expend an extension grant in the amount of $650,000 through the United States Department of Justice's Office of Violence Against Women, Encourage Arrest Policies and Enforcement of Protection Orders Program, for grant period April 1, 2012, through March 31, 2014.

WHEREAS, The City and County of San Francisco is pursuing the *Community Informed Domestic Violence Risk Assessment Project* to be funded in part from funds made available through the United States Department of Justice, Office of Violence against Women (hereafter "OVW"); and

WHEREAS, The Department on the Status of Women (hereafter "DOSW") partnered with the District Attorney's Office and two community-based nonprofit organizations – Asian Women's Shelter and La Casa de las Madres – to better serve victims who are considered to be at high risk of lethality in relationships and to improve prosecutors' ability to bring perpetrators to justice; and

WHEREAS, The grant does not require an ASO amendment; and

WHEREAS, The Department proposes to maximize use of available grant funds on program expenditures by not including indirect costs in the grant budget; now, therefore, be it

RESOLVED, That DOSW is hereby retroactively authorized to accept and expend a grant in the amount of $650,000 from the Department of Justice's Office of Violence Against Women; and, be it

FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of indirect costs in the grant budget; and, be it

FURTHER RESOLVED, That the Executive Director of DOSW is authorized to execute on behalf of the City and County of San Francisco the necessary grant agreements for the *Community Informed Domestic Violence Risk Assessment Project* implementation and operation purposes, including any extensions, augmentations or amendments thereof; and, be it

FURTHER RESOLVED, That DOSW is authorized and empowered to execute, deliver and perform, in the name of the City and County of San Francisco, all applications, contracts, agreements, amendments and payment requests necessary for the purpose of securing *Community Informed Domestic Violence Risk Assessment Project* grant funds and to implement and carry out the purposes specified in the applicable grant application; and, be it

FURTHER RESOLVED, That any liability arising out of the performance of the grant award agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency; and that the grant recipient and the authorizing agency will hold OVW harmless from any claims that may arise from the use of grant funds.

RECOMMENDED:

Emily M. Murase, PhD, Executive Director

APPROVED:

Edwin M. Lee, Mayor

Ben Rosenfield, Controller

TO:	**Angela Calvillo, Clerk of the Board of Supervisors**
FROM:	**Emily M. Murase, PhD, Executive Director Department on the Status of Women**
DATE:	**October 25, 2012**
SUBJECT:	**Accept and Expend Resolution for Subject Grant**
GRANT TITLE:	**The San Francisco Community Informed Domestic Violence Risk Assessment**

Attached please find the original and 4 copies of each of the following:

_X_ Proposed grant resolution; original signed by Department, Mayor, Controller

_X_ Grant information form, including disability checklist

_X_ Grant budget

_X_ Grant application

_X_ Grant award letter from funding agency

___ Ethics Form 126 (if applicable)

___ Contracts, Leases/Agreements (if applicable)

_X_ Other: Commission on the Status of Women Resolution

Special Timeline Requirements:
Please schedule at the earliest available date.

Departmental representative to receive a copy of the adopted resolution:

Name: Stacey Hoang Phone: 415-252-4679

Interoffice Mail Address: WOM-48 (25 Van Ness Avenue, Suite 240)

Certified copy required Yes ☐ No ☒

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **The San Francisco Community Informed Domestic Violence Risk Assessment**
2. Department: **Status of Women**
3. Contact Person: **Stacey Hoang** Telephone: **415-252-4679**
4. Grant Approval Status (check one):

   [X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: **$650,000**

6a. Matching Funds Required: **$0**
b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: **Department of Justice, Office of Violence Against Women**
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: **The grant will allow the City to better serve Limited English Proficiency victims who are at high risk of lethality in relationships and improve prosecutors' ability to bring perpetrators to justice through centralized prosecution, training, risk assessments, and enhanced direct services for victims.**

9. Grant Project Schedule, as allowed in approval documents, or as proposed:
   Start-Date: **April 1, 2012** End-Date: **March 31, 2014**

10 a. Amount budgeted for contractual services: **$209,263**
b. Will contractual services be put out to bid? **No. The project is a collaboration with two lead community-organizations that have extensive experience providing services to domestic violence victims.**
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **n/a**
d. Is this likely to be a one-time or ongoing request for contracting out? **one-time**

11a. Does the budget include indirect costs? [ ] Yes [X] No
b1. If yes, how much? $
b2. How was the amount calculated?

c1. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [X] To maximize use of grant funds on direct services
[ ] Other (please explain):
c2. If no indirect costs are included, what would have been the indirect costs? **The indirect costs would have been the administrative overhead.**

12. Any other significant grant requirements or comments: **none**

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)
[ ] Rehabilitated Site(s)
[ ] New Site(s)

[ ] Existing Structure(s)
[ ] Rehabilitated Structure(s)
[ ] New Structure(s)

[X] Existing Program(s) or Service(s)
[ ] New Program(s) or Service(s)

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Carol Sacco
(Name)

Grants Administrator
(Title)

Date Reviewed: Nov. 5, 2012

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Emily M. Murase, PhD
(Name)

Executive Director
(Title)

Date Reviewed: Nov 2, 2012

(Signature Required)

Budget & Budget Narrative

24 Month Budget Summary

A. Personnel		
1.0 FTE Prosecutor	$125,710 x 2 years x 1 FTE	251,420
.5 FTE Victim Advocate	$64,428 x 2 years x .5 FTE	64,428
.10 FTE Administrative Analyst	$67,652 x 2 years x .10 FTE	13,530
	Subtotal Salary	**329,378**
B. Fringe Benefits		
1.0 FTE Prosecutor	$251,420 x 28.32%	71,260
.5 FTE Victim Advocate	$64,428 x 40.5%	26,109
.10 FTE Administrative Analyst	$13,530 x 29.4%	3,990
	Subtotal Fringe	**101,359**
	Total Personnel	**430,737**
C. Travel	OVW Technical Assistance	**10,000**
D. Equipment		-
E. Supplies		-
F. Construction		-
G. Consultants/Contracts		**209,263**
H. Other		-
	TOTAL	**$650,000**

Budget Narrative

A. Personnel

Name/Position	Computation	Cost
Prosecutor 1.0 FTE	($4,835 x 26.1 pay periods/year x 2 years)	$251,420
Victim Advocate .5 FTE	($2,478 x 26.1 pay periods/year x 2 years x .5 FTE)	$ 64,428
Admin. Analyst .10 FTE	($2,602 x 26.1 pay periods/year x 2 years x .10 FTE)	$ 13,530
TOTAL WAGES		**$329,378**

B. Fringe Benefits

Prosecutor				
	Social Security	6.20%	$ 6,621	
	Social Sec. - Medicare	1.45%	$ 3,645	
	Flex Benefits	$ 2,870	$ 2,870	
	Health Ins	$ 7,043	$ 7,043	
	Dependent Cov	$ 4,268	$ 4,268	
	Long Term Disability	0.49%	$ 1,231	
	Retirement	18.13%	$ 45,582	
				$71,260
Victim Advocate	Social Security	6.20%	$ 3,994	
	Social Sec. - Medicare	1.45%	$ 934	
	Health Ins	$ 6,883	$ 6,883	
	Dependent Cov	$ 2,258	$ 2,258	
	Long Term Disability	0.56%	$ 360	
	Retirement	18.13%	$ 11,680	
				$26,109
Analyst	Social Security	6.20%	$ 399	
	Social Sec. - Medicare	1.45%	$ 93	
	Health Ins	$ 1582	$ 1582	
	Dependent Cov	$ 4,25	$ 425	
	Long Term Disability	0.56%	$ 36	
	Retirement	18.13%	$ 1168	
	Flex Benefits	$ 287	$ 287	
				$3,990

TOTAL FRINGE ***$101,359***

The Prosecutor and Victim Advocate positions will be part of the San Francisco District Attorney's Office. The 1.0 FTE Prosecutor will work exclusively with a caseload of Limited English Proficient domestic and dating violence victims. The Prosecutor will be bilingual. The .5 Victim Advocate position will be filled by 2 partial FTE Victim Advocates, one of whom will be Spanish bilingual and the other of whom will be fluent in an Asian language. These Victim Advocates will support the victims on the Prosecutor's caseload by connecting them with victim witness funding and direct service community partners (see Asian Women's Shelter contract details below).

Collectively, these positions will form the Domestic Violence Unit's Limited English Proficient DV Subunit. In addition to these duties, staff will work with Asian Women's Shelter and its community partners to develop trainings for other District Attorney Office staff, criminal justice agencies and community organizations, and to develop an office protocol for working with Limited English Proficient victims.

The .10 FTE Administrative Analyst position will work out of the Department on the Status of Women, coordinating collaborative grant activities and managing the grant. In addition, the Analyst will be responsible for managing the program.

TOTAL $430,737

B. Travel

Required travel for OVW technical assistance (estimated costs)

Airfare (estimated)	$600 (avg.) x 2 persons x 4 trips + 13% carbon offset required by San Francisco policy	$ 5,424

Lodging	$138 (Washington, D.C.) x 2 persons x 3 nights x 4 trips	$	3,320
Meals and Incidentals	$71 (Washington, D.C.) x 1 person x 4 days x 4 trips	$	1,136
Quarterly Site-Visits			
Local Mileage	235 miles x $.051/mile	$	120
	Total Travel:	**$**	**10,000**

C. Equipment
There are no equipment costs budgeted.

D. Supplies
There are no supply costs budgeted.

E. Construction
There are no construction costs budgeted.

F. Consultants / Contracts

Contracts

Item	Cost
Asian Women's Shelter	***$152,263***
La Casa de Las Madres	***$57,000***
Subtotal	**$209,263**

Funds will be allocated to Asian Women's Shelter to develop and implement training and technical assistance for Prosecutors, Victim Advocates in the District Attorney's Office, and personnel from other criminal justice agencies including investigators in the San Francisco Domestic Violence Response Unit. Training and technical assistance will focus on orientation to vetted tools and protocols for doing risk and lethality assessments in collaboration with the SF DA's Office and community partners, and consistent and skilled application of those tools and

protocols to limited English proficient and/or LBTQ victims of violence against women. Funds allocated to AWS will also be administered by AWS via subcontracts to three community partners who, in collaboration with AWS, will provide quality, wrap-around services to LEP survivors of domestic and dating violence and intimate partner sexual assault. Because of this collaboration created by AWS, AWS will only retain $57,000 of its contract funds—identical to the amount retained by La Casa de Las Madres. The remaining funds allocated to AWS are administered by AWS via subcontracts to three community partners with expertise in serving limited English proficient survivors of domestic and dating violence and intimate partner sexual assault.

AWS has been selected for this contract because of its longstanding unique training and collaborative expertise (see separate sheet), and local procurement policies will be followed to execute the contract. A breakdown of AWS contract expenses is as follows:

Staffing *$40,000*
(0.1 FTE Executive Director and 0.15 FTE Community Projects Coordinator (together equals 0.25 FTE for curriculum development and training); 0.1 FTE Finance Director; and 0.05 FTE Community Resource Coordinator for collaborative program supervision.

Training and Curriculum Development *$13,000*
(Two content experts x 10 days x $650/day

Required OVW Travel *$4000*
(1 staff person x 3 required trainings (airfare, ground transport, lodging, per diem)

Subcontracts to three community partners *$95,263*
(API Legal Outreach, MUA, and CH, all with experience serving LEP victims

AWS Total *$152,263*

La Casa de Las Madres *$57,000*

A. Personnel

Name/Position	Computation	Cost
Community Programs Director	$63,000 x 0.10 FTE = 6,300 x 2 yrs	$12,600
Case Manager/Trainer	$42,225 x 0.20 FTE = 8,445 x 2 yrs	$16,890

The Community Programs Director will be responsible for the operational and fiscal oversight of implementation of this grant as outlined in the grant and Memorandum of Understanding between the partners, overseeing project staff and attending project convening as needed.

The Case Manager/Trainer, under the Community Program Director's supervision, will be responsible for planning and facilitating economic empowerment workshops in collaboration with the financial expert, working with survivors referred by project partners to identify financial goals, develop skills, and encourage emotional and practical stability.

SUBTOTAL SALARY: $29,490

B. Fringe Benefits

Fringe	**Computation**	**Cost**
FICA	7.65 %	
Unemployment	0.10%	
Health Benefits	11.80%	
Life Insurance	0.17%	
Long Term Disability	0.36%	
Worker's Compensation Insurance	3.93%	
Total Benefits	24.01%	$7,080

The project is requesting fringe benefits for the funded positions:

SUBTOTAL SALARY & BENEFITS: $36,570

Supplies:

Item	Computation	Cost
Program Supplies	$364 per workshop x 4 = 1,400 x 2 yrs	$2,910

A portion of estimated expenses for program supplies to implement economic empowerment workshops including meeting expenses, participant expenses, completion certificates, workbooks, calculators, etc.

Consultants/Contracts-Sub contracted grant personnel

Item	Computation	Cost
Contract: San Francisco Treasurer's Office		
Professional Financial Planning Services:		$ 17,520

Annual contract for $8,760, $50 hour x 43.8 hours planning, implementing, and providing professional follow up services comprising each Economic Empowerment Workshop Series Curriculum ($2,190), for four (4) series (x 4 = $8760) x 2 years.

Contracts Total ***$209,263***

G. Other Costs

There are no Other Costs budgeted.

H. Indirect Costs

There are no indirect costs budgeted.

Budget Summary

Budget Category	Amount
A. Personnel	$430,737
B. Travel	$10,000
C. Equipment	$0
D. Supplies	$0
E. Construction	$0
F. Consultants/Contracts	$209,263
G. Other	$0
Total Direct Costs	$650,000
H. Indirect Costs	$0
TOTAL PROJECT COSTS	**$650,000**
Federal Request	$650,000
Non-Federal Amount	$0

Justification for Contract Source: Asian Women's Shelter

Asian Women's Shelter (AWS) is selected as the lead community-based service provider for the proposed project. This selection was made based on three reasons:

1. AWS's unique expertise and experience in developing services and collaborations designed to meet the needs of traditionally underserved populations of victims of domestic violence and sexual violence.

Since opening as a local shelter program in 1988 to meet the unmet needs of Asian and Pacific Islander survivors of violence against women, *Asian Women's Shelter* has been at the forefront in direct service, prevention, community organizing, and collaboration to end violence in Asian and Pacific Islander communities, in other immigrant and refugee communities, and in communities marginalized because of their LGBTQ status.

2. AWS's unique expertise and experience as a national trainer and technical assistance provider on designing systems and policies to serve Limited English Proficient victims of domestic and sexual violence.

OVW has recognized AWS as a leader in the field by awarding the organization grants through its OVW TA and OVW CLSSP. Through these awards, AWS and designed and implemented tailored curricula to grantees across multiple OVW grant programs, supporting providers to tailor AWS's margin-to-center approach to meet the needs of underserved communities in their local regions.

3. AWS participated from beginning to end in the Justice & Courage Safety and Accountability Audit in San Francisco, and has continued serving on initiatives that have launched in response to recommendations from the Audit Team (none yet having to do with lethality assessments—the focus of this proposed grant project). AWS's Executive Director serves on the Justice & Courage Housing Subcommittee (along with Claire McCullough of La Casa de Las Madres—another key staff of this proposed grant project) that is expanding safe housing for survivors of domestic and sexual violence in San Francisco. And Hediana Utarti, the formal representative of AWS through the Safety Audit, represents AWS along with Orchid Pusey in the San Francisco Domestic Violence Consortium, and works with organizations locally and nationally to expand their skills and protocols in assessing danger in LBTQ relationships, and to protect and offer equal access to safety to LGBTQ survivors of violence.

Justification for Contract Source: La Casa de las Madres

La Casa de las Madres (La Casa) is selected as a lead community-based service provider for the proposed project. This sole source selection was made based on unique experience and expertise as outlined below:

Over 35 years ago La Casa de las Madres became California and San Francisco's first shelter *dedicated* to women and children escaping domestic violence.

Through a broad service continuum, La Casa provides expert intervention and prevention services to 15,000 individuals each year. The proposed services are offered free-of-charge and will be available immediately in English and Spanish, and available by translator for crisis intervention services. Translation services are provided first through La Casa's multicultural, multilingual staff and volunteer pool, and second through AT&T Language Line. Longer term service interactions requiring linguistic skills, if not available through La Casa's volunteer or staff pool, will be conducted in coordination with community partners.

In a public location in the middle of the city, La Casa acts as central hub to insure that women, teens, and families across San Francisco can easily access safe, effective, and responsive issue-specific support services. At the Drop In Center, survivors can connect with services to address immediate and ongoing need including: crisis response and intervention, safety planning and risk assessment, counseling, support groups, access and intakes to our Emergency Shelter Program, assistance with housing stability, economic empowerment and financial literacy, safe visitation advocacy, restraining order assistance, advocacy, information, and referrals for a wide range of legal, medical, housing, mental health, and children's needs.

La Casa is recognized for their extensive law enforcement training through the City's OVW Enhanced Training and Services to End Abuse Against Women Later In Life grant that has resulted in the training of 527 patrol officer through a team training model improving response to victims of domestic violence, sexual assault, stalking, and elder abuse. Additionally, each year, La Casa strives to train every San Francisco Police Officer, rotating through each of the city's 11 stationhouses providing multi-day, multi-shift Role Call Trainings. La Casa works daily to pair world-class law enforcement informed response with victim centered crisis counseling and emergency services.

La Casa is a primary partner in another of San Francisco's OVW grants, Safe Havens: Supervised Visitation Program in collaboration with the San Francisco Unified Family Court and Saint Francis Memorial Hospital's Rally Visitation Program. La Casa addresses the needs of domestic violence victims as they develop and implement custody arrangements with their batterers. La Casa's Advocate assists survivors in realizing shared custody and visitation schedules, where they are ordered by the Court, that prioritize the parent and children's safety while providing support navigating what can be an intimidating and punitive system.

Since 2003, La Casa has been one of the cities only community based organizations to work on-site daily alongside the Inspectors of the Special Victims Unit, insuring domestic violence victims' have immediate access to a wide array of confidential support services. Onsite at the Hall of Justice, La Casa's advocates can offer immediate support to vulnerable victims. Officers and Inspectors can walk a victim to our door inside the SVU. A criminal justice intervention or police response is many times just the beginning.

GRANTS.GOV

Grant Application Package

Opportunity Title:	OVW Fiscal Year 2012 Grants to Encourage Arrest Policie
Offering Agency:	Office of Violence Against Women
CFDA Number:	16.590
CFDA Description:	Grants to Encourage Arrest Policies and Enforcement of
Opportunity Number:	OVW-2012-3133
Competition ID:	OVW-2012-3133
Opportunity Open Date:	02/13/2012
Opportunity Close Date:	03/26/2012
Agency Contact:	Sue Pugliese E-mail: Suzanne.Pugliese@usdoj.gov Phone: 202-305-1660

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

*** Application Filing Name:** CCSF Community Informed DV Risk Project

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Attachments
Application for Federal Assistance (SF-424)
Disclosure of Lobbying Activities (SF-LLL)
Project Narrative Attachment Form
Budget Narrative Attachment Form
Assurances for Non-Construction Programs (SF-42

Optional Documents

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Instructions

1 Enter a name for the application in the Application Filing Name field.

- This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
- You can save your application at any time by clicking the "Save" button at the top of your screen.
- The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.

2 Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

- It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.

- The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".

- To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.

- All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.

3 Click the "Save & Submit" button to submit your application to Grants.gov.

- Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
- Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
- The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
- You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

OMB Number: 4040-0004
Expiration Date: 03/31/2012

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☐ New	
☒ Application	☒ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
Completed by Grants.gov upon submission.	

5a. Federal Entity Identifier:	5b. Federal Award Identifier:
	16.590

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City and County of San Francisco

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
94-6000479	0703842550000

d. Address:

* Street1:	City and County of San Francisco
Street2:	1 Dr. Carlton B. Goodlett Pl.
* City:	San Francisco
County/Parish:	
* State:	CA: California
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	94102-4603

e. Organizational Unit:

Department Name:	Division Name:
SF Dept on the Status of Women	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	Dr.	* First Name:	Emily
Middle Name:			
* Last Name:	Murase		
Suffix:	Ph.D		

Title: Executive Director, DOSW

Organizational Affiliation:
Appointed by the Mayor

* Telephone Number:	415-252-2570	Fax Number:	415-252-2575

* Email: emily.murase@sfgov.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

C: City or Township Government

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Office of Violence Against Women

11. Catalog of Federal Domestic Assistance Number:

16.590

CFDA Title:

Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

*** 12. Funding Opportunity Number:**

OVW-2012-3133

* Title:

OVW Fiscal Year 2012 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

13. Competition Identification Number:

OVW-2012-3133

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

The City and county of San Francisco Community Informed Domestic Violence Risk Assessment

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 8-12 b. Program/Project 8-12

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 10/01/2012 * b. End Date: 09/30/2014

18. Estimated Funding ($):

* a. Federal	650,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	650,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Dr. * First Name: Emily

Middle Name: M.

* Last Name: Murase

Suffix:

* Title: Executive Director

* Telephone Number: 415-252-2571 Fax Number: 415-252-2575

* Email: emily.murase@sfgov.org

* Signature of Authorized Representative: Completed by Grants.gov upon submission. * Date Signed: Completed by Grants.gov upon submission.

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	DOSW_nonsupplanting statemen	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	DOSW_Accounting Policy.pdf	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	13_CCSFMap.pdf	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	6_FY 2012 OVW Grants to Enco	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	1_FY 2012 OVW Grants to Enco	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	5_FY2012 OVWArrest_SFAbstract	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	Certification of Eligibility	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	MOU.pdf	Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9		Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10		Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11		Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12		Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment

Project Narrative File(s)

*** Mandatory Project Narrative File Filename:** 2_FY2012_OVW_ArrestFINAL.pdf

Add Mandatory Project Narrative File | Delete Mandatory Project Narrative File | View Mandatory Project Narrative File

To add more Project Narrative File attachments, please use the attachment buttons below.

Add Optional Project Narrative File | Delete Optional Project Narrative File | View Optional Project Narrative File

Budget Narrative File(s)

*** Mandatory Budget Narrative Filename:** 3_OVW2012CityCountySF_Budget Narrative.pdf

Add Mandatory Budget Narrative | Delete Mandatory Budget Narrative | View Mandatory Budget Narrative

To add more Budget Narrative attachments, please use the attachment buttons below.

Add Optional Budget Narrative | Delete Optional Budget Narrative | View Optional Budget Narrative

OMB Number: 4040-0007
Expiration Date: 06/30/2014

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C.§§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U. S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	* TITLE
Completed on submission to Grants.gov	Executive Director
* APPLICANT ORGANIZATION	* DATE SUBMITTED
City and County of San Francisco	Completed on submission to Grants.gov

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
0348-0046

1. * Type of Federal Action:
- [ ] a. contract
- [x] b. grant
- [ ] c. cooperative agreement
- [ ] d. loan
- [ ] e. loan guarantee
- [ ] f. loan insurance

2. * Status of Federal Action:
- [ ] a. bid/offer/application
- [x] b. initial award
- [ ] c. post-award

3. * Report Type:
- [x] a. initial filing
- [ ] b. material change

4. Name and Address of Reporting Entity:

[x] Prime [ ] SubAwardee

** Name* City & County of San Francisco, Dept. on the Status of Women

** Street 1* 25 Van Ness Ave. Suite 240 *Street 2*

** City* San Francisco *State* CA: California *Zip* 94102

Congressional District, if known: 8-12

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency:
USDOJ OVW

7. * Federal Program Name/Description:
Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

CFDA Number, *if applicable:* 16.590

8. Federal Action Number, *if known:*
16.590

9. Award Amount, *if known:*
$ 650,000.00

10. a. Name and Address of Lobbying Registrant:

Prefix ** First Name* Eve *Middle Name*

** Last Name* O'Toole *Suffix*

** Street 1* Holland & Knight *Street 2* 2099 Pennsylvania Ave.

** City* Washington *State* DC: District of Columbia *Zip* 20006

b. Individual Performing Services (including address if different from No. 10a)

Prefix ** First Name* Eve *Middle Name*

** Last Name* O'Toole *Suffix*

** Street 1* *Street 2*

** City* *State* *Zip*

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

*** Signature:** Completed on submission to Grants.gov

***Name:** *Prefix* Dr. ** First Name* Emily *Middle Name* M

** Last Name* Murase *Suffix*

Title: Executive Director **Telephone No.:** 415-252-2571 **Date:** Completed on submission to Grants.gov

Federal Use Only

Authorized for Local Reproduction
Standard Form - LLL (Rev. 7-97)

City and County of San Francisco
Department on the Status of Women
Mayor Edwin M. Lee
Executive Director Emily M. Murase, PhD

March 23, 2012

U.S. Department of Justice Office on Violence Against Women
145 N Street, NE, Suite 10W.121
Washington, DC 20530

Dear Director Carbon:

The San Francisco Department on the Status of Women certifies that any funds awarded through the OVW grants to Encourage Arrest Policies and Enforcement of Protection Orders Program will be used to supplement existing funds for program activities and will not replace (supplant) nonfederal funds that have been appropriated for the purpose of providing services to victims of domestic violence, dating violence and child victimization. The San Francisco Department on the Status of Women understands that supplanting violations can result in a range of penalties, including suspension of future funds under this program, suspension or debarment from federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.

Sincerely,

Emily M. Murase

Emily M. Murase, PhD
Executive Director

25 Van Ness Avenue, Suite 240
San Francisco, CA 94102

(415) 252-2570
(415) 252-2575 fax

dosw@sfgov.org
www.sfgov.org/dosw

City and County of San Francisco
Department on the Status of Women
Mayor Edwin M. Lee
Executive Director Emily M. Murase, PhD

March 23, 2012

U.S. Department of Justice Office on Violence Against Women
145 N Street, NE, 10th Floor
Washington, DC 20530

Dear Director:

The San Francisco Department on the Status of Women's financial accounting practices, I certify that:

1. All funds awarded under the program will be maintained in a manner that they will be accounted for separately and distinctly from other sources of revenue/funding.

2. The Department's accounting is handled centrally by the Office of Administrative Services Accounting Division which maintains written accounting policies and procedures.

3. The Accounting Division maintains a financial management system that tracks actual expenditures and outlays with budgeted amounts for each grant or subgrant. As Department Head, I review tracking reports with accounting staff every other week.

4. The Department does have procedures in place for minimizing the time elapsing between transfer of funds from the United States Treasury and disbursement for project activities. I personally oversee every expenditure approval and, specifically, the number of days it takes from request to approval. This time period is closely monitored by both accounting staff and myself.

5. The Department maintains effective internal controls to adequately safeguard grant assets and to ensure that they are used solely for authorized purposes. For example, office supplies will be segregated and workstations/computers clearly marked with their authorized purposes if they are grant-funded.

6. The Department maintains a documented records retention policy, as is required by all city agencies (San Francisco Administrative Code Chapter 8). All records are classified as follows: permanent, current, storage, or no retention required. For example, audits are permanent records. Memoranda of Understanding are current records and are stored for the life of the agreement or 2 years, whichever is longer.

7. As the individual primarily responsible for fiscal and administrative oversight of grant awards, I am unfamiliar with OVW grants management rules, principles, and regulations, although there are many colleagues who are within the City and County of San Francisco. I would most enthusiastically participate in OVW training.

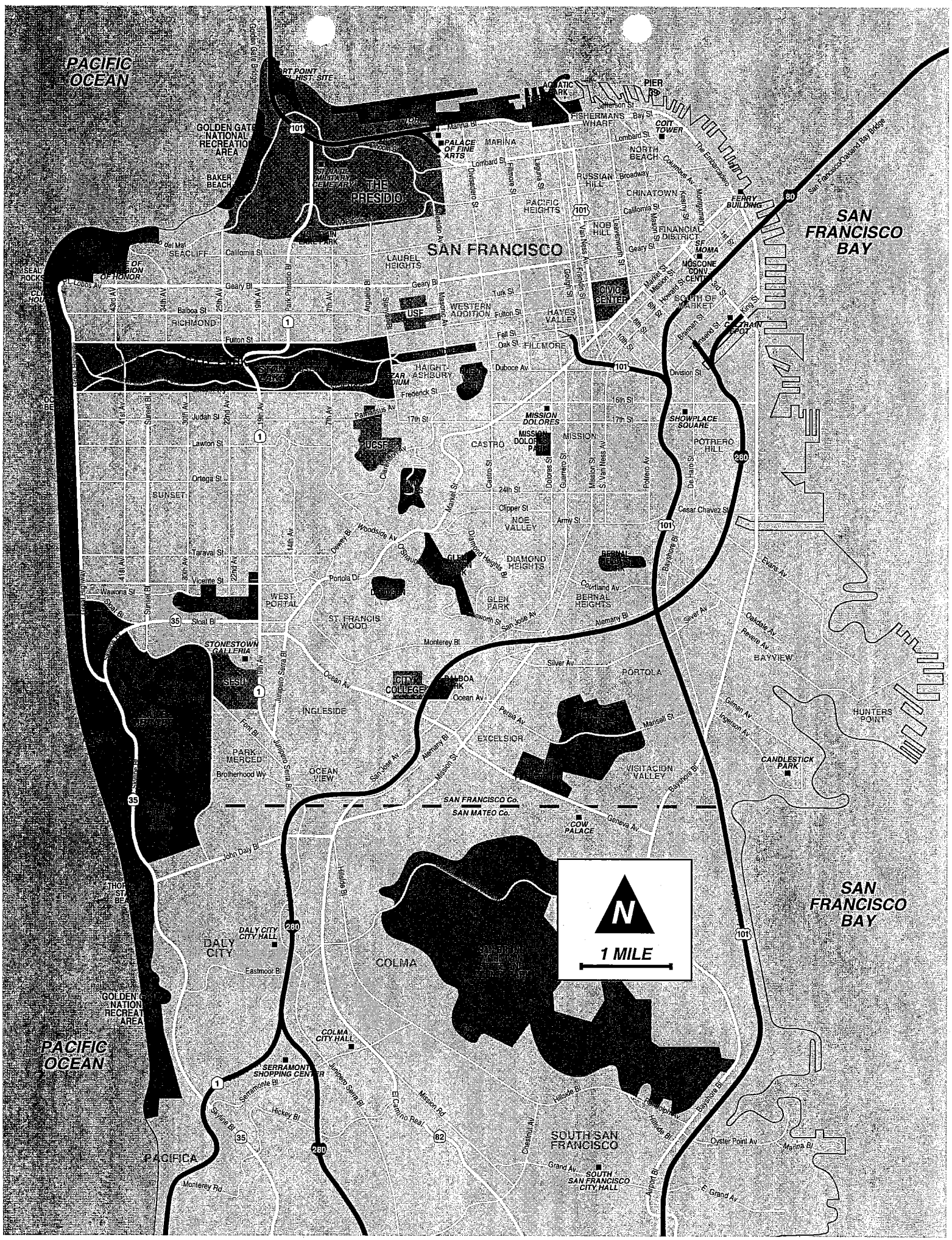
Sincerely,

Emily M. Murase, PhD
Executive Director

25 Van Ness Avenue, Suite 240
San Francisco, CA 94102

(415) 252-2570
(415) 252-2575 fax

dosw@sfgov.org
www.sfgov.org/dosw


PACIFIC OCEAN
SAN FRANCISCO BAY
SAN FRANCISCO
GOLDEN GATE NATIONAL RECREATION AREA
THE PRESIDIO
BAKER BEACH
PALACE OF FINE ARTS
MARINA
FISHERMANS WHARF
COIT TOWER
NORTH BEACH
RUSSIAN HILL
CHINATOWN
FERRY BUILDING
FINANCIAL DISTRICT
SF MOMA
MOSCONE CONV. CENTER
PACIFIC HEIGHTS
NOB HILL
LAUREL HEIGHTS
CIVIC CENTER
WESTERN ADDITION
HAYES VALLEY
RICHMOND
USF
FILLMORE
HAIGHT-ASHBURY
MISSION DOLORES
SHOWPLACE SQUARE
POTRERO HILL
UCSF
CASTRO
MISSION
SUNSET
NOE VALLEY
DIAMOND HEIGHTS
BERNAL HEIGHTS
GLEN PARK
WEST PORTAL
ST. FRANCIS WOOD
STONESTOWN GALLERIA
CITY COLLEGE
BALBOA PARK
PORTOLA
BAYVIEW
INGLESIDE
EXCELSIOR
HUNTERS POINT
PARK MERCED
OCEAN VIEW
VISITACION VALLEY
CANDLESTICK PARK
SAN FRANCISCO Co.
SAN MATEO Co.
COW PALACE
DALY CITY CITY HALL
DALY CITY
COLMA
COLMA CITY HALL
SERRAMONTE SHOPPING CENTER
SOUTH SAN FRANCISCO
SOUTH SAN FRANCISCO CITY HALL
PACIFICA
N
1 MILE

FY 2012 OVW Grants to Encourage Arrest Policies

Status of Current Project

Summary of Current Project:

Program: Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program
DUNS: 070384255
Award Number: 2009-WE-AX-0007
Project Period: 9/1/09 – 8/31/11
Total Funds Remaining as of 3/23/12: There is 77,059 remaining in the grant budget.

DAOVWL Grant Balance 3.23.12			
	BUDGET	EXPENDED	BALANCE REMAINING
SALARIES	$ 312,720	$ 296,319	$ 16,401
FRINGE BENEFITS	$ 119,136	$ 112,765	$ 6,371
TRAVEL	$ 983	$ 982	$ 1
CBO CONTRACTS	$ 231,183	$ 211,846	$ 19,337
5% CONTINGENCY	$ 34,949	$ -	$ 34,949
	$ 698,971	$ 621,912	$ 77,059

Number and Titles of all full-time and/or part-time positions funded by the award:

Salaried positions

i. Assistant District Attorney – 1 FTE
ii. Victim Advocate - .5 FTE
iii. Victim Advocate - .5 FTE

This collaboration has been very successful, and lead the City and County of San Francisco to identify the prevention, protection and enforcement need identified in this proposal. The partners have provided training LEP, DV and criminal justice trainings to hundreds of office staff and external partners. We have finalized the LEP policies and procedures, currently under review by OVW. The sub unit has allowed us to have a concentrated focus on the issues, needs and challenges of LEP victims of violence. We have strengthened partnerships with law enforcement and community-based partnerships with the goal of further improving DV prevention and intervention strategies.

All community partners continue to meet regularly to ensure that client needs are being met and to discuss system issues. Various emerging trends and service delivery needs of API DV survivors, expecially those that are LEP are discussed. In addition, the grant partners meet monthly with the SF Domestic Violence Consortium Steering Committee. These meetings raise awareness of DV abuse. Also, API Legal Outreach also continued its participation in regular board meetings for the Volunteer Legal Services Program (VLSP)

Cooperative Restraining Order Clinic (CROC). During this reporting period, Cameron House assisted DV survivors to understand more about the civil process of domestic violence cases. Many survivors do not know what to expect and are unfamiliar with or confused between the civil and criminal court systems. For example , many do not know their rights and what steps they should take to even start the process, such as making a police report to requesting a restraining order. In addition the Victims services unit in the SFDA's Office has expanded program outreach into the community and launched the Domestic Violence Outreach Project. This project was created in collaboration with service providers and law enforcement and targets monolingual and limited English proficient communities and families with minor children living in the home For the press release:
http://www.sfdistrictattorney.com/index.aspx?page=140

The LEP sub unit continues to play a truly meaningful role in the lives of some of the most vulnerable victims of domestic violence - individuals that have lived in counties where law enforcement could not be trusted to respond to domestic violence and who because of cultural and language barriers have significant difficulty trusting and navigating the local criminal justice system. The sub unit consists of a prosecutor and a victim advocate team that works diligently to address distrust and fear of law enforcement and to provide unique assistance so that LEP victim's batterers can be held to justice, and so that the victims themselves get the kind of culturally appropriate interventions they need during and following case processing. The sub unit maintains strong relationships between the prosecutor, victims, victim advocates, court interpreters and community partners. Through the development of trusting relationships many victims find the resolve and support they need to hold their batterers accountable. Still, there are continuing challenges - LEP victims may fear deportation. Victims also fear the collateral impacts of pursuing their case - the possibility that CPS may get involved, that going to the hospital will result in insurmountable bills or that by seeking therapy, they may be stigmatized as "crazy" by family members or peers. While the sub unit works tirelessly to build strong cases and support victims and their families, the unit routinely sees families drop off because of the pressure presented by the detailed challenges. The assessment and linkage to care model as proposed in the continuation project will create a mutually-informed supportive relationship between the criminal justice system and key community-based organizations that serve some of San Francisco's most vulnerable victims—survivors who are at risk of losing their lives.

FY 2012 OVW Grants to Encourage Arrest Policies Program
The City and County of San Francisco Community Informed Domestic Violence Risk Assessment Project

A. Summary Data Sheet

Authorized Representative and Grant Point of Contact:
Dr. Emily Murase, as appointed by the mayor, has the authority to apply for and accept grant awards on behalf of the City and County of San Francisco.
Dr. Emily M. Murase, Executive Director, Department on the Status of Women
(415) 252-2571 (phone)
(415) 252-2575 (fax)
Emily.Murase@sfgov.org
Federal funding expended: The City and County of San Francisco has expended more than $500,000 in the FY 2010-2011 fiscal year. As prescribed in OMB Circular A-133 City agencies are subject to the Single Audit. Procedures are in place to monitor sub recipient single audits and the organizations ability to comply with applicable Federal regulations. The Department on the Status of Women has not expended $500,000 in federal funds in the past fiscal year. The FY2010-2011 fiscal year ended on June 30, 2011.
Other Federal Grant Programs from which the applicant agency currently receives funding or for which it has applied in FY2012: The Department on the Status of Women is the lead applicant assigned by the Mayor's Office for this solicitation and does not currently receive federal funding nor has it applied for funds in FY2012.
Agency: City and County of San Francisco
Agency Type: Local government, Department on the Status of Women
Collaborating Organizations:
Asian Women's Shelter (AWS), Casa de las Madres (La Casa)
New or Continuation Application: Continuation
The Department on the Status of Women (DOSW) will be the lead agency for this continuation grant. In collaboration with DOSW the San Francisco District Attorney's Office will assume responsibility for the development and implementation of the project.
Local Project Jurisdiction: Local; to be implemented within the City and County of San Francisco. The only dual city-county jurisdiction in California.
Arrest Program Statutory Purpose Areas and Priority Areas:

- Arrest Program Statutory Purpose Areas and Priority Areas:
  - Centralize and coordinate police enforcement, prosecution, or judicial responsibility for domestic violence, dating violence, sexual assault and stalking cases in teams or units of police officers, prosecutors, parole and probation officers, or judges (Statutory Purpose Area);
  - Strengthen legal advocacy service programs for victims of domestic violence, dating violence, sexual assault and stalking, including strengthening assistance to such victims in immigration matters (Statutory Purpose Area);
  - Develop and implement policies and training for police, prosecutors, probation, and parole officers, and the judiciary in recognizing investigating, and prosecuting instances of sexual assault, with an emphasis on recognizing the threat to the community for repeat crime perpetration by such individuals (Statutory Purpose Area);

- Demonstrate a commitment to strong enforcement of laws, and prosecution of cases, involving domestic violence, dating violence, sexual assault or stalking including the enforcement of protection orders from other States and jurisdictions (Priority Area);
- Develop and implement risk/danger assessments to address issues of victims who are considered to be at high risk of lethality in relationships (Priority Area).

Summary of Current and Recent OVW Projects:

Program: Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program
DUNS: 070384255
Award Number: 2009-WE-AX-0007
Project Period: 9/1/09 – 8/31/11
Total Funds Remaining as of 3/23/12: There is 77,059 remaining in the grant budget.

DAOVWL Grant Balance 3.23.12			
	BUDGET	EXPENDED	BALANCE REMAINING
SALARIES	$ 312,720	$ 296,319	$ 16,401
FRINGE BENEFITS	$ 119,136	$ 112,765	$ 6,371
TRAVEL	$ 983	$ 982	$ 1
CBO CONTRACTS	$ 231,183	$ 211,846	$ 19,337
5% CONTINGENCY	$ 34,949	$ -	$ 34,949
	$ 698,971	$ 621,912	$ 77,059

Number and Titles of all full-time and/or part-time positions funded by the award:

Salaried positions

i. Assistant District Attorney – 1 FTE
ii. Victim Advocate - .5 FTE
iii. Victim Advocate - .5 FTE

This collaboration has been very successful, and lead the City and County of San Francisco to identify the prevention, protection and enforcement need identified in this proposal. The partners have provided training LEP, DV and criminal justice trainings to hundreds of office staff and external partners. We have finalized the LEP policies and procedures, currently under review by OVW. The sub unit has allowed us to have a concentrated focus on the issues, needs and challenges of LEP victims of violence. We have strengthened partnerships with law enforcement and community-based partnerships with the goal of further improving DV prevention and intervention strategies.

B. PROPOSAL ABSTRACT

The purpose of this continuation proposal is to build upon the work of the Limited English Proficiency subunit in the San Francisco District Attorney's Domestic Violence Unit for cases involving victims who are considered to be at high risk of lethality in relationships and enhance the training and policy partnership between the District Attorney's Office and a community-based collaboration, led by Asian Women's Shelter and La Casa. This project will enable San Francisco to better serve victims who are considered to be at high risk of lethality in relationships and improve our prosecutors' ability to bring perpetrators to justice.

Since 2000, San Francisco has been engaged in a broad-based reform of our domestic violence response system. Support from the Office of Violence Against Women through a prior grant to Encourage arrest Policies was critical to this work. While great progress has been made, critical gaps remain. A March 2007 Safety and Accountability Audit of the City's domestic violence system identified five critical system gaps and specifically highlighted the challenges that continue to face LEP victims: 1) "The Criminal Justice System is not organized to help practitioners identify key factors of safety and danger in domestic violence cases on a consistent basis, and therefore information is not available for practitioners to assess dangerousness in cases throughout the criminal justice system;" and 2) "Criminal Justice System responses to domestic violence incidents do not account for the complexity of risk encountered by victims of battering from various social and cultural positions."

The proposed project serves to address the identified need through five program components: *(1) Centralized Prosecution.* The District Attorney's Office will maintain a specialized subunit in the District Attorney's Domestic Violence Unit ("LEP DV Subunit") to prosecute perpetrators in cases where the victim is LEP. This unit will also serve as liaison for the identification of victims

who are considered to be at high risk of lethality in relationships ; (2) *Training within the District Attorney's Office* to ensure that prosecutors and victim advocates can work with victims who are considered to be at high risk of lethality in relationships in a culturally competent manner; (3) *Training outside the District Attorney's Office,* including training other criminal justice agencies to standardize lethality assessment tools and implement those tools to victims in a culturally competent manner and training community-based staff and their clients in order to demystify the legal system; (4) Develop and implement validated risk/danger assessments to address issues of victims who are considered to be at high risk of lethality in relationships; and (5) Enhance *direct services* for victims who are considered to be at high risk of lethality in relationships through the expansion of a formal community-based collaborative of diverse organizations.

The goals of the proposed project are threefold: (1) Improve prosecution of domestic and dating violence (including intimate partner sexual assault) involving victims who are considered to be at high risk of lethality in relationships; (2) Improve the criminal justice system's support to these victims including linkages to financial empowerment resources; (3) Enhance current community-based direct services for domestic and dating violence victims with special emphasis on victims who are considered to be at high risk of lethality in relationships and who, because of being LEP, immigrant, and/or LGBTQ.

Moreover, the project will address specific recommendations of the Safety Audit – the most current, collaborative and comprehensive analysis of San Francisco's domestic violence response system. Finally, the project will create a mutually-informed supportive relationship between the criminal justice system and key community-based organizations that serve some of San Francisco's most vulnerable victims—survivors who are at risk of losing their lives.

Office of the Mayor
City & County of San Francisco

Edwin M. Lee

March 26, 2012

U.S. Department of Justice
Office on Violence Against Women
145 N. Street, NE 10th Floor
Washington, DC 20530

Re: Arrest Program Application by the City and County of San Francisco
Department on the Status of Women

Dear Director Carbon:

As Chief Executive Officer of the City and County of San Francisco, I submit this letter to certify to the following:

1) The laws or official policies of the City and County of San Francisco encourage or mandate arrests of domestic violence offenders based on probable cause that an offense has been committed;

2) The laws or official policies of the City and County of San Francisco encourage or mandate arrests of domestic violence offenders who violate the terms of a valid and outstanding protection order;

3) The laws, policies, or practices of the City and County of San Francisco discourage dual arrests of offender and victim;

4) The laws, policies, or practices of the City and County of San Francisco prohibit issuance of mutual restraining orders of protection except in cases where both spouses file a claim and the court makes detailed findings of fact indicating that both spouses acted primarily as aggressors and that neither spouse acted primarily in self-defense;

5) The laws, policies, and practices of the City and County of San Francisco do not require, in connection with the prosecution of any misdemeanor or felony domestic violence offense, or in connection with the filing, issuance, registration, or service of a protection order, or a petition for a protection order, to protect a victim of sexual assault, domestic violence and stalking, or that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the State, Tribal, or local jurisdiction; and

6) The laws, policies or practices of the City and County of San Francisco ensure that: (A) no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of a sex offense as defined under Federal, Tribal, State, territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense; and (B) the refusal of a victim to submit to an examination described in subparagraph (A) shall not prevent the investigation of the offense.

Sincerely,

Edwin M. Lee
Mayor

1 Dr. Carlton B. Goodlett Place, Room 200, San Francisco, California 94102-4641
(415) 554-6141

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding stands as evidence that the San Francisco District Attorney's Office (DA), Department on the Status of Women (DOSW), the Asian Women's Shelter (AWS) and La Casa de las Madres (La Casa) have worked together to develop the project set forth below to build upon the work of the Limited English Proficiency subunit in the San Francisco District Attorney's Domestic Violence Unit for cases involving victims who are considered to be at high risk of lethality in relationships and enhance the training and policy partnership between the District Attorney's Office and a community-based collaboration to strengthen San Francisco's prosecution of perpetrators of domestic violence.

To this end, all agencies agree to submit a proposal in response to the Office on Violence Against Women's solicitations for Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program and, if selected for funding, to perform the duties set forth in this MOU.

History of Collaboration

San Francisco's public agencies and domestic violence service providers have worked together for many years to create a collaborative approach to preventing and addressing domestic violence in our City. In addition, the SFDA and AWS have demonstrated success in working together on three prior grants under the Grants to Encourage Arrest policies and Enforcement of Protection Orders. SFDA and La Casa have worked successfully on the OVW Enhanced Training and Services to End Violence Against and Abuse of Women Later In Life grant. The current proposal will enable us to build on the strength of our existing relationships and leverage those relationships to bring more batterers to justice and improve our support of the women they victimize.

San Francisco District Attorney's Office:
The DA's office remains committed to prosecuting crime with resolve while remaining committed to rehabilitation and preserving civil liberties. The felony conviction rates continue to rise and there is comprehensive and culturally competent advocacy and support for victims. In fiscal year 2011, the DA's Domestic Violence Unit handled nearly1800 cases and charged over 450. In 2011, the DA's Victim Services Division assisted over 5000 victims and witnesses, 1207 domestic violence victims and their children, and has been providing these services for over 25 years. The Division stays up to date regarding developments in victimology and has two advocates who have been specially trained and certified in the Jacquelyn C. Campbell Danger Assessment for determining lethality.

Asian Women's Shelter (AWS):
Since opening as a local shelter program in 1988, AWS has been at the forefront in direct service, prevention and community organizing to end domestic violence in the Asian and Pacific Islander communities. AWS has a long, demonstrated commitment to sharing information, resources and funding in collaboration with community members, organizations and institutions. OVW has recognized AWS as a leader in the field by awarding the organization a grant from its Office on Violence Against Women Technical Assistance Program since 2001. Through that grant, AWS provides TA and training across the country, to 5 sites annually for intensive, on-site training and technical assistance and an additional 20-50 through training, email and phone correspondence. In addition to its expertise with Asian and Pacific Islander victims, AWS has a multi-level, holistic program and history of experience with survivors from multiple underserved groups, including LGBT survivors, older

adults, people with disabilities, people with mental health issues and the intersection of these issues.

La Casa de las Madres:
La Casa is San Francisco's oldest and largest anti-domestic violence service provider. With 35 years of experience, La Casa offers a continuum of expert intervention and prevention services across the lifespan. Yearly, La Casa invests 6,700 survivors with the tools to transform their lives and engages 9,000 community members in issue-education to develop access and redefine public and professional perceptions about domestic violence, raising awareness among 51,000 more. Through emergency residential and community-based support services, from crime scene response to counseling, legal assistance and strength-based case management, La Casa offers free, multilingual, culturally responsive services, responding to calls for help from domestic violence victims, of all ages, 24 hours a day, 365 days a year.

Department on the Status of Women (DOSW):
DOSW aims to foster the advancement of the status of women and girls, particularly those issues that impact marginalized women and girls, both within City and County government and in the private sector. The Department oversees the Justice and Courage Oversight Panel, which seeks to create a seamless criminal justice response to domestic violence by implementing the findings of the Justice and Courage and Safety and Accountability Audit Reports. DOSW has a successful history of grant management, effectively managing training programs, and working closely with San Francisco criminal justice agencies. DOSW piloted the Bridges to Freedom Project which sought to expand the organizational capacity of San Francisco's law enforcement and emergency response agencies to improve language fluency and knowledge capacity of bilingual personnel in order to meet the cultural and linguistic needs of the LEP victims of domestic violence.

Participation in Developing the Application

This project and the accompanying proposal were developed by the following representatives of the above-listed agencies:

- DA: Maria Bee, Chief of Victim Services; Jean Roland, Managing Attorney of the Domestic Violence Unit.
- AWS: Orchid Pusey, Executive Director
- DOSW: Emily Murase, Executive Director
- La Casa: Kathy Black, Executive Director

This proposal was initially developed by the District Attorney's Office, Asian Women's Shelter and La Casa through multiple in-depth conversations. DOSW will be the lead agency.

Roles and Responsibilities

District Attorney's Office

I. *Role:* To prosecute perpetrators of domestic and dating violence against women and provide victims with support throughout the court process and access to victim compensation; to develop and provide relevant training to criminal justice agencies and community-based organizations; to develop protocols to improve the criminal justice system's identification and protection of victims who are considered to be at high risk of lethality in relationships.

II. *Responsibilities:*

a. DA will establish a 1.0 FTE Prosecutor position to be staffed by an experienced attorney who will carry a full caseload of domestic violence cases in which the victim has been identified by the San Francisco Police Department's Special Victims Unit to be at high risk of lethality. (DV Prosecutor).

b. DA will establish a .5 FTE Victim Advocate position who will work with the DV prosecutor to provide services to the victims on his/her caseload, including (i) offering economic empowerment programs, (ii) supporting victims throughout the court process, (iii) connecting victims to community-based service providers and (iv) assisting victims access state victim funding.

c. The DV Prosecutor and Victim Advocate will attend an initial, intensive training coordinated by La Casa and AWS regarding the identification of women in relationships that are at high risk of lethality and the appropriate response in those cases.

d. The DV Prosecutor, Victim Advocate and Chief of Victim Services will develop and conduct training for the Domestic Violence and Sexual Assault DA teams regarding identification women in relationships that are at high risk of lethality and the appropriate response.

e. Develop training for other criminal justice agencies and community-based service providers on how to coordinate an appropriate response to victims who are considered to be at high risk of lethality in relationships.

f. Develop protocols for implementation of validated assessment tools.

g. Collect data required for grant reporting

h. The DV Prosecutor, Victim Advocate and Chief of Victim Services will attend quarterly Grant Team Meetings to monitor grant implementation activities, to be scheduled by the Chief of Victim Services.

III. *Resources:* In-kind contributions include the following:

a. Office and meeting space.

b. Project staff – Managing Attorney of Domestic Violence Unit, Chief of Victim Services, Deputy Chief of Victim Services.

c. Supplies.

<u>Asian Women's Shelter</u>

I. *Role:* To develop and coordinate training curriculum for the DA to improve its use of danger and lethality assessment tools and increase its understanding of protective factors for high risk victims including but not limited to financial literacy and self-sufficiency; to support

DA's efforts to develop appropriate protocols for working with high-risk victims; and provide case management services to these victims of domestic violence.

II. *Responsibilities:*

a. AWS will develop and present danger and lethality assessment and related training to the DA staff regarding work with high-risk victims of domestic violence. Subject matter will be identified through consultation with DA staff and community partners.

i. AWS will commit a 0.25 FTE training position to the project, who will be responsible for coordinating curriculum development and implementation.

ii. Training will be provided as follows: initial intensive training for the DV Prosecutor and Victim Advocate, followed by quarterly sessions.

iii. AWS will provide training through a combination of AWS staff and subcontracts to nonprofit partners with expertise and experience in providing services to high-risk domestic violence victims.

b. AWS will provide consultation to the DA to develop a criminal justice system protocol.

c. AWS will subcontract with three nonprofit partners with expertise and experience in providing services to high-risk domestic violence victims, including Asian Pacific Islander Legal Outreach, (serving Asian & Pacific Islander victims),Cameron House (serving Cantonese, Mandarin and Vietnamese-speaking victims) and Mujeres Unidas y Activas (serving Spanish-speaking victims). Each nonprofit partner will provide a minimum of one 0.25 FTE position to the project to provide direct client services and participate in training activities and policy development.

d. AWS will provide .1 FTE fiscal oversight and .05 for supervision to the project.

e. AWS will attend quarterly Project Team meetings with DA, La Casa and DOSW's project staff, to ensure the successful and timely coordination and implementation of the project.

III. *Resources:* In-kind contributions include program staff, existing community-based direct services (such as AWS shelter program), and existing training curricula.

<u>La Casa de las Madres</u>

IV. *Role:* To provide a three part economic empowerment workshop series to high-risk domestic violence victims; to support DA's efforts to develop appropriate protocols for working with high-risk victims; to assist with curriculum development and implementation; and provide case management services to these victims of domestic violence.

V. *Responsibilities:*

a. La Casa previously partnered with Bank On San Francisco to develop the curriculum for a three part economic empowerment workshop series delivered in partnership with the DA. La Casa will provide these workshops to the identified high-risk domestic violence victims.

i. La Casa will commit a 0.25 FTE training position to the project, who will be responsible for coordinating and implementation of the workshops.

ii. With the knowledge that victims of domestic violence at any stage can benefit

from increased financial literacy, the workshops will be tailored to the needs of the domestic violence victims at different points of the spectrum from those in shelter to those who are more independent.

b. La Casa will provide consultation to the DA to develop an office protocol.

c. La Casa will provide .1 FTE fiscal oversight to the project.

d. La Casa will attend quarterly Project Team meetings with DA, AWS and DOSW's project staff, to ensure the successful and timely coordination and implementation of the project.

VI. *Resources:* In-kind contributions include program staff, existing community-based direct services (such as La Casa shelter program), and existing training curricula.

Department on the Status of Women

I. *Roles:* To monitor grant activities and provide fiscal and program reports to the Office on Violence Against Women. To ensure that project activities are coordinated with and in furtherance of the San Francisco Safety and Accountability Audit.

II. *Responsibilities:*

a. DOSW staff will attend quarterly Project Team meetings with DA, La Casa and AWS project staff to review activities to date and ensure that activities are in furtherance of the San Francisco Safety and Accountability Audit.

b. DOSW will provide 0.05 FTE for fiscal oversight and grant monitoring activities.

III. *Resources:* In-kind contributions include program and fiscal staff.

Approval

The parties to this MOU through their duly authorized representatives have executed this MOU on the days set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

By_____
GEORGE GASCON
District Attorney
City & County of San Francisco
San Francisco, CA

Date 3/26/2012

By_____
EMILY M. MURASE
Executive Director
Department on the Status of Women
City & County of San Francisco
San Francisco, CA

Date_____

By_____
ORCHID PUSEY
Asian Women's Shelter
Executive Director
San Francisco, CA

Date_____

By_____
KATHY BLACK
La Casa de las Madres
Executive Director
San Francisco, CA

Date_____

Approval

The parties to this MOU through their duly authorized representatives have executed this MOU on the days set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

By_____
GEORGE GASCÓN
District Attorney
City & County of San Francisco
San Francisco, CA

Date_____

By_____
EMILY M. MURASE
Executive Director
Department on the Status of Women
City & County of San Francisco
San Francisco, CA

Date_____

By_____
ORCHID PUSEY
Asian Women's Shelter
Executive Director
San Francisco, CA

Date_____

By_____
KATHY BLACK
La Casa de las Madres
Executive Director
San Francisco, CA

Date_____

Approval

The parties to this MOU through their duly authorized representatives have executed this MOU on the days set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

By_____
GEORGE GASCÓN
District Attorney
City & County of San Francisco
San Francisco, CA

Date_____

By_____
EMILY M. MURASE
Executive Director
Department on the Status of Women
City & County of San Francisco
San Francisco, CA

Date_____

By_____
ORCHID PUSEY
Asian Women's Shelter
Executive Director
San Francisco, CA

Date_____

By_____
KATHY BLACK
La Casa de las Madres
Executive Director
San Francisco, CA

Date_____

Approval

The parties to this MOU through their duly authorized representatives have executed this MOU on the days set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

By_____
GEORGE GASCÓN
District Attorney
City & County of San Francisco
San Francisco, CA

Date_____

By_____
EMILY M. MURASE
Executive Director
Department on the Status of Women
City & County of San Francisco
San Francisco, CA

Date_____

By_____
ORCHID PUSEY
Asian Women's Shelter
Executive Director
San Francisco, CA

Date_____

By_____
KATHY BLACK
La Casa de las Madres
Executive Director
San Francisco, CA

Date 3/26/2012

C. PURPOSE OF APPLICATION

PROBLEM TO BE ADDRESSED: This continuation application outlines initiatives that build upon the work of the Limited English Proficiency subunit in the San Francisco District Attorney's Domestic Violence Unit for cases involving victims who are considered to be at high risk of lethality in situations of domestic violence, family and intimate partner sexual assault, dating violence and stalking .The proposed initiatives enhance the training and policy partnership between law enforcement led by the District Attorney's Office and a community-based collaboration, led by Asian Women's Shelter and La Casa de las Madres. This project will enable the City and County of San Francisco to better serve victims who are at high risk of lethality in relationships and improve our prosecutors' ability to bring perpetrators to justice.

Since 2000, San Francisco has engaged in a broad-based reform of our domestic violence response system. Following the tragic murder of a young Filipino woman named Claire Joyce Tempongko – after the victim's repeated attempts to access services and protection – the City has worked systematically to address each of the gaps in the system that failed to protect Claire Joyce and other victims. Support from the Office on Violence Against Women through a prior Grant to Encourage Arrest Policies award has been critical to this work.

In 2005, the City's Department on the Status of Women and all criminal justice agencies including the District Attorney's Office and representatives from the city's community-based anti-violence agencies decided to conduct a Safety and Accountability Audit ("Safety Audit"). The Audit Team did a deep assessment of the systems designed to provide critical safety and protection to victims and possible victims of violence. The team completed the Safety Audit in March of 2007 and produced a report detailing five identified overarching gaps in safety and accountability that bridged the entire criminal justice system response from 911 through probation.

Under the leadership of District Attorney George Gascón, the San Francisco District Attorney's

Office (SFDA) has made great strides in improving the prosecution of perpetrators of domestic violence, dating violence, sexual violence and stalking. The San Francisco District Attorney's Office employs a multi-disciplinary approach to addressing domestic violence, which includes prosecution, trauma informed support services and victim compensation. Assistant District Attorneys attempt personal contact with domestic violence victims in charged cases within 24 hours of arraignment. Advocates from the Victim Services Division provide crisis intervention, court support and advocacy, and assistance with victim compensation. Understanding that Victims of crime are vulnerable and seeking help can sometimes be an intimidating and frightening process, the SFDA is dedicated to the provision of services to victims and witnesses in their neighborhoods. The office also held its first annual Stalking Summit to kick off Domestic Violence Awareness Month in 2011. The over 100 law enforcement officials, prosecutors and advocates in attendance at the one-day Summit overwhelmingly rated it as excellent in their evaluations. By working in partnership with community organizations and leveraging City resources, we can ensure that no San Franciscan faces a barrier to seeking and receiving help and support during a time of crisis.

The City and County of San Francisco requests continuation funding to address the following key findings outlined in the Safety Audit: 1) "The Criminal Justice System is not organized to help practitioners identify key factors of safety and danger in domestic violence cases on a consistent basis, and therefore information is not available for practitioners to assess dangerousness in cases throughout the criminal justice system;" and 2) "Criminal Justice System responses to domestic violence incidents do not account for the complexity of risk encountered by victims of battering from various social and cultural positions."

The 2012 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

award will enable the City and County of San Francisco to expand[1] current work and increase safety for many of San Francisco's most vulnerable and at risk victims—survivors who are at risk of losing their lives.

PROJECT SERVICE AREA: The City and County of San Francisco is the financial and cultural core of a metropolitan area of five and a half million people. A disproportionately large number of Limited English Proficient (LEP) families and communities come to the City and County of San Francisco in search of community based services and government systems that are more culturally and linguistically competent to meet their basic needs than those in other areas of the state. The City covers approximately 46 square miles and is home to approximately 805,235 people. (2010 U.S. Census Bureau). San Francisco is the only city-county dual jurisdiction government in California.

TARGET POPULATION: The target population for this proposal is victims who are considered to be at high risk of lethality in relationships in San Francisco–specifically limited English proficient (LEP) survivors of high risk sexual assault and domestic violence. San Francisco is made up of a diverse array of populations, many of whom are LEP. According to most recent U.S. Census (2010) estimates, the demographics of the City include 33% people of Asian descent and 15% of Hispanic or Latino descent. Residents are approximately 36% foreign born, with 45% speaking a language other than English at home (U.S. Census Bureau State & County Quick Facts). The six most common languages spoken in San Francisco other than English are: Chinese (Cantonese), Spanish, Tagalog, Russian, Vietnamese, and Japanese (U.S. Census Bureau, 2011 American Community Survey). According to this survey, 26% of San Francisco residents speak one of the above Asian Pacific Islander (API) languages, and more than 60% of these report speaking English *less than very well*. Spanish speakers represent approximately 12% of the population of the City,

[1] The City and County of San Francisco utilized the FY2009 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program to formalize systems to support Limited English Proficient victims.

and almost 46% of these county residents report not speaking English very well.

In 2011, the District Attorney's Victim Services Division served approximately 5200 victims, 1210 of whom were victims of domestic and dating violence, including intimate partner (and ex-partner) sexual assault. Over one-third of those domestic and dating violence victims were Asian/Pacific Islander or Latino.

San Francisco is also home to a well-established and ever-evolving lesbian, gay, bisexual, transgender, queer (LGBTQ) community—one that includes LGBTQ people of diverse cultural and language backgrounds. Accurate statistics for LGBTQ communities, including statistics that illuminate population figures for LGBTQ immigrants and limited English proficient people much less those who are victims of sexual and domestic violence, are hard to come by. Multiple barriers centered in heterosexist cultural and systemic norms play a significant role in the conditions that reduce safety and well-being for specific vulnerable residents. Assessments of violence perpetration and high risk of lethality in LGBTQ relationships were noted as especially lacking in Audit Team discoveries during the Safety and Accountability Audit.

CURRENT SERVICES AND GAPS: Women in the United States are murdered by an intimate partner or former partner more often than by an acquaintance or stranger. In cases of intimate partner homicide, the victim or perpetrator or both have usually had contact with criminal justice, victim assistance, and/or health agencies. (Sharps, 2001) Culturally and linguistically competent lethality assessments serve to identify victims that are at high risk of lethality. These tools inform multiple levels of safety planning, including protective orders and supportive services and ultimately save lives.

Our prosecutors' success in engaging victims at high risk of lethality is critical to successful prosecution of those who assault and batter them. The Supreme Court's decision in *Crawford v. Washington* (124 S.Ct. 1354 (2004)) requires prosecutors to bring victims to the stand in domestic

violence cases. The impact of *Crawford* is further complicated by a 2008 California law, SB 1356 (now Code of Civil Procedure Section 1219) that prevents a court from incarcerating victims of domestic violence who are found in contempt for refusing to testify. While San Francisco has rarely used contempt findings against victims, the combined effect of *Crawford* and this new law underscores the need of our prosecutors to work even harder to create a trusting relationship with our victims and bring them to the stand as safe, empowered, and effective witnesses. The ability to speak with victims in their primary language (or in some cases, in *any* shared language) and in a culturally competent manner, is critical to building and maintaining this relationship; It simultaneously serves their needs and strengthens prosecution efforts.

In identifying a number of system gaps that are particular to victims who are considered to be at high risk of lethality in relationships, the Safety Audit named gaps that are particular to the criminal justice system partners. The Audit Team found that San Francisco's criminal justice system does not *systematically* identify those factors that may make a victim more vulnerable to future harm, and therefore does not adequately adapt its response based on the risk to a victim. From 911 to police, investigation to prosecution and to probation, opportunities to collect information relating to risk and dangerousness that could help promote safety for victims were routinely missed by practitioners in all audited agencies. While lethality measures exist, there is neither a single validated tool nor a protocol used consistently across agencies.

Key Safety Audit recommendations that will be addressed by the proposed continuation project include:

1. A domestic violence risk/danger assessment tool in the Adult Probation Department;
2. Institutionalized risk assessment protocols for all criminal justice agencies, including training on the usage of such assessments;
3. Identification and allocation of increased funds and other resources for quality domestic

violence training across all criminal justice system agencies, including dedicated funding for ongoing, regular domestic violence training;

4. Expanded linkages between victim advocacy services within the criminal justice system (e.g. advocates from La Casa de las Madres and Victim Services within the District Attorney's office) and community-based organizations serving victims, especially in high-risk cases.

HOW PROJECT COMPLEMENTS CALIFORNIA STOP VIOLENCE AGAINST WOMEN IMPLEMENTATION PLAN: California currently uses its STOP Violence Against Women Formula Grant to fund a number of priorities that are complemented by the proposed continuation project, such as the Violence Against Women Vertical Prosecution Program. The Governor's Office of Emergency Services has identified four mandatory objectives for projects funded under the Vertical Prosecution Program: Increased prosecution and conviction rates of violent crimes against women; achievement of vertical prosecution standards; reduced specialized caseloads; and ensured minimization of trauma to victims of specified crimes as measured in advocate employee direct services or referrals to local victim service agencies.

The proposed continuation project achieves each of these four objectives. By improving the SFDA's ability to work with high-risk domestic violence victims, the project will increase prosecution and conviction rates. The project will enhance the ability of the SFDA's victim services division to support high-risk domestic, sexual, and dating violence victims while strengthening its referral connections to local victim service agencies. The included economic empowerment workshops will allow domestic violence victims a sustainable path out of abusive relationships. We anticipate that the domestic violence victims identified as high risk will be disproportionately represented by LEP and other ethnic and cultural minorities. The proposed continuation project thus directly addresses the needs of these populations.

San Francisco's continuation proposal also aligns with California's STOP Plan because it

addresses the top service priorities identified in the VAWA Service Priority Study: Client centered and personal approaches, more support and advocacy to navigate and access legal and service systems, community-based services, collaboration with non-traditional groups to meet the needs of underserved communities, technical assistance and training focused on underserved communities, and capacity-building to address emerging needs and concerns.

HOW PROJECT COMPLEMENTS OTHER OVW GRANTS: The City & County of San Francisco has not applied and is not applying for multiple OVW grants at this time. Asian Women's Shelter, our nonprofit partner in this grant, is a current grant recipient of the Office on Violence Against Women Transitional Housing (TH) Assistance Program as well as the Culturally and Linguistically Specific Services Grant Program (CLSSP). Through the Transitional Housing Assistance grant, AWS provides otherwise homeless LEP survivors of violence with safe, independent, subsidized transitional housing and case management for six to twenty-four months. It ensures that while victims are building their language, employment readiness, and financial literacy skills in transitional housing, criminal justice systems are ensuring that their safety is being assessed and provided with appropriate response when assessments show high risk of lethality. During this grant period, AWS will also apply to continue its longstanding and successful OVW Technical Assistance Program Grant. Through the program supported by that OVW grant, AWS works with community-based providers serving underserved communities across the country, providing them with intensive training and technical assistance to work with victims of domestic and sexual violence, and the criminal justice system. The policies and trainings to be created through this grant project can be incorporated into the training and technical assistance that AWS provides through its OVW TA project to other jurisdictions throughout the nation, further enhancing this grant project's reach and impact. Finally, the proposed project directly builds on prior Grants to Encourage Arrest Policies awarded to San Francisco, which enabled the City to engage in the systemic reform process

that led to the Safety and Accountability Audit and to enhance awareness, prevention and intervention services for victims of domestic violence and intimate partner sexual assault.

E. WHAT WILL BE DONE

GOALS, OBJECTIVES, TASKS & ACTIVITIES: The goals of the proposed project are threefold: (1) Improve prosecution of domestic and dating violence (including intimate partner sexual assault) involving victims who are considered to be at high risk of lethality in relationships; (2) Improve the criminal justice system's support to these victims including linkages to financial empowerment resources; (3) Enhance current community-based direct services for domestic and dating violence victims with special emphasis on victims who are considered to be at high risk of lethality in relationships and who, because of being LEP, immigrant, and/or LGBTQ.

These goals will be met through the following five objectives: (1) *Centralized prosecution*; (2) *Training Prosecutors, Victims Advocates and Investigators within the District Attorney's Office*; (3) *Train San Francisco Criminal Justice Agencies;* (4) Develop and implement a community-informed *cross system validated danger assessment tool;* and (5) Enhance *direct services*. Each component is described in further detail below.

(1) Centralized Prosecution. The District Attorney's Office will maintain a specialized subunit in the District Attorney's Domestic Violence Unit ("LEP DV Subunit") to prosecute perpetrators in cases where the victim is LEP. The LEP DV Subunit will continue to be staffed by at least one 1.0 FTE Prosecutor and one 0.50 FTE Victim Advocate, both specially trained in danger/lethality assessments. This subunit will carry a caseload comprised of LEP and LGBTQ domestic and dating violence cases, including Motions to Revoke of current probationers where the new offense involves domestic or dating violence. It will also serve as liaison for the identification of victims who are considered to be at high risk of lethality in relationships. The Victim Advocate will work closely with the Prosecutor to communicate with clients, and prepare and support them to testify.

The Victim Advocate will also review lethality assessments and identify appropriate systems-based and community-based resources for clients facing high risk of lethality.

(2) Train District Attorney Staff. The strength of the coordinated use of the danger/lethality assessment tool will depend not only upon the prosecutor's, victim advocate's, and investigator's skills (trial skills and victim advocacy) and their linguistic fluency, but also their ability to approach victims in a culturally competent manner. The Victim Services Division (VSD) of the San Francisco District Attorney's Office makes the criminal justice system more humane and accessible by providing comprehensive advocacy and support in the aftermath of a crime. Ensuring meaningful access to services is critical to protecting the life or safety of LEP sexual and domestic violence victims who are considered to be at high risk of lethality. The City and County of San Francisco will ensure that guidelines consistent with the San Francisco Language Access Ordinance and the Language Access Policy for Domestic Violence Cases are incorporated into these trainings.

A key part of the proposed project will be formal collaboration between the District Attorney's Office and community-based partners AWS and La Casa to develop a training program for the District Attorney's Office staff. AWS and La Casa will work with District Attorney staff and three nonprofits with expertise in serving LEP domestic, sexual and dating violence victims to create a training program that includes the following: (a) Content: Intensive training on danger/lethality assessments, appropriate service response and related protective factors including but not limited to financial literacy and family self-sufficiency; and (b) Delivery: Information will be delivered over two training sessions that will be made available to all District Attorney staff, including investigators, prosecutors and victim advocates. Nonprofits that have committed to collaborate with AWS on this project include Donaldina Cameron House (i.e. CH, serving primarily Chinese and Vietnamese women), Mujeres Unidas y Activas (i.e. MUA, serving Latino women), and API Legal Outreach (i.e. APILO, serving LEP survivors of violence).

(3) Train Criminal Justice Agencies and Community Organizations. A key recommendation of the Safety Audit was the need for better communication and collaboration between San Francisco's criminal justice agencies and community-based domestic violence service providers. In addition, the Audit recommended that District Attorney staff provide domestic violence-related trainings to other criminal justice agencies. The proposed continuation project addresses this gap by providing appropriate training to both criminal justice agencies and community organizations. Cross agency training is essential to the proper implementation of a coordinated danger assessment and response. Training elements will reinforce the steps necessary for criminal justice agencies to effectively work with victims who are considered to be at high risk of lethality, and will include specific recommendations on how agencies can deliver assessment tools in a culturally competent manner to ensure proper identification of high risk cases and coordinate effective systematic response. District Attorney staff, AWS, La Casa, and APILO will work together to create two training sessions for other criminal justice agencies: Orientation to lethality assessments including the administration and interpretation of assessments, and the role of cultural competency and negotiation in implementing appropriate and timely responses to assessment data. These sessions will be offered live and recorded on DVD. In addition, District Attorney and APILO staff will provide semi-annual training sessions on-site at community-based organizations that serve LEP domestic and dating violence victims and LGBTQ domestic and sexual violence victims. These sessions will focus on cross-collaboration teamwork and criminal justice system and victims' rights, and be directed to both service providers and their clients with an emphasis on demystifying the criminal justice system.

(4) Policies and Procedures. Another Safety Audit recommendation addressed the need for criminal justice agencies to develop a systematic method for the identification of factors that may heighten a victim's vulnerability to future harm and the subsequent adaptation of criminal justice response based on the risk to the victim. Through this project District Attorney staff, AWS and La

Casa will collaborate to create a danger assessment inventory of criminal justice agencies, determine the strength of those tools and identify a method for cross system validation and prompts for delivery of services. We will refine and use a tool that determines the seriousness of a particular case and the risk of escalation, tailors the response to the level of dangerousness, and upholds a protective response that avoids unnecessary disruption of the lives of victims and their children. (An overzealous response can discourage victims from accessing services and using the criminal justice system. At the same time, it may be necessary in some cases for advocates and law enforcement to support victims to assess in what ways their situation can become high-risk to the point of lethality. A side-by-side process of risk assessment can help victims come to a more realistic appraisal of the danger in their situation). Two victim advocates have been trained and certified in the use of the Danger Assessment by Jacquelyn C. Campbell. The San Francisco Police Department's Special Victims Unit is committed to working with District Attorney staff to implement an assessment tool. The Adult Probation Department (APD) is currently evaluating two lethality assessment tools, and is committed to working collaboratively on establishing a lethality assessment tool and protocol.

As project staff work to meet the recommendations in the Safety Audit, the team will need to coordinate with Safety Audit staff at the San Francisco Department on the Status of Women. This will be achieved through quarterly project meetings attended by a staff member from the Department on the Status of Women.

(5) *Enhance Direct Services*: The proposed project seeks to expand San Francisco's current community-based services for domestic and sexual violence victims who are considered to be at high risk of lethality in relationships by providing additional staff capacity at non profits with experience and expertise in working with the target population. As the lead nonprofit partners on the project AWS and La Casa will collaborate with three other organizations Donaldina Cameron

House, Mujures Unida y Activas, and API Legal Outreach to provide a range of services, including emergency shelter, counseling, advocacy, support groups and legal information, including immigration law and family law. These providers will take referrals directly from the District Attorney's LEP DV Subunit and provide case management support as well as economic empowerment and self-sufficiency programs.

TIMELINE

Months 1-3:

- The Department on the Status of Women, District Attorney's Office, AWS, La Casa and the community partners mentioned above hire or reassign staff to the project.

- DA's DV unit reviews the current caseload of domestic and dating violence cases for victims who are considered to be at high risk of lethality in relationships, conducts a review of current services and makes appropriate referrals to new services made available by the enhanced partnership (to continue through month 24).

- Quarterly Project Implementation Team meetings begin and continue through month 24. Team includes DA staff, AWS, La Casa, Department on the Status of Women and Mayor's Office.

Months 4-6:

- AWS and La Casa in collaboration with appropriate community partners develop curriculum and implement first training (of two) for DA staff on building more skills to work with multiply marginalized victims of violence against women.

- DA DV unit staff (with community partner APILO as appropriate) provides first training (of two) at a community-based organization, emphasizing cross-collaboration teamwork and victims' rights to both service providers and their clients with an emphasis on demystifying the criminal justice system.

- DA DV unit staff, AWS and La Casa creates an inventory of criminal justice agencies' danger assessment practices, and determine the strengths of existing tools.

Months 7-12:

- DA DV unit staff, AWS, and La Casa refine preliminary danger/lethality assessment tool inventory for working with victims of domestic violence, intimate partner sexual violence, dating violence and stalking, and draft a method for cross system validation and prompts for delivery of services.

- DA staff convenes key personnel from criminal justice agencies and community based organizations to identify systemic response policy based on validated assessment tools.

- The policies and procedures team (related to Objective 4) drafts training curriculum for San

Francisco criminal justice agencies.

Months 13-18:

- AWS and La Casa in collaboration with appropriate community partners refine curriculum and implement second training (of two) for DA staff on building more skills to work with multiply marginalized victims of violence against women.

- DA DV unit staff (with community partner APILO as appropriate) provides second training session (of two) at a community-based organization, emphasizing cross-collaboration teamwork and victims' rights to both service providers and their clients with an emphasis on demystifying the criminal justice system.

- DA DV unit staff, AWS, La Casa, and other community partners as appropriate refine and provide first training session (of two) for other San Francisco criminal justice agencies focusing on an orientation to lethality assessments including the administration and interpretation of assessments, and the role of cultural competency and negotiation in implementing appropriate and timely responses to assessment data.

Months 19-24:

- DA DV unit staff, AWS, La Casa, and other community partners as appropriate refine and provide second training session (of two) for other San Francisco criminal justice agencies.

- DA DV unit staff, AWS, La Casa, and other community partners as appropriate further refine and provide third training for other San Francisco criminal justice agencies.

- DA staff, AWS, and La Casa compile and assess evaluative data from all training and procedural elements of the project to report on its overall success.

HOW FUNDING WILL ENHANCE EXISTING PROJECTS: On a local level, the proposed continuation project will enable San Francisco to address critical gaps identified in the Safety Audit, which is the most current, collaborative and comprehensive analysis of the City's domestic violence response system. On a statewide level, the proposed project will support and innovative model for prevention, protection, prosecution, and collaboration that is relevant to all jurisdictions that have diverse and/or diversifying populations. This project is particularly timely in light of the passage of SB 1356 (see p. 4 above), which requires prosecutors to rethink their approach to working with victims and engage community-based service providers in new partnerships. On a national level, the project will enhance AWS's OVW Peer-to-Peer Technical Assistance Program by creating new, current material to be incorporated into existing TA curriculum provided to sites across the country

through that grant.

TANGIBLE PRODUCTS THAT WILL BE GENERATED: The proposed project will yield the following tangible products, all of which will be made available to law enforcement professionals and community-based service providers in San Francisco and other jurisdictions: (1) Lethality and Danger Assessment training curricula for prosecutors (written product); (2) Three training sessions by District Attorney staff for other criminal justice agencies regarding assessing risk of lethality with and for victims of violence against women, relevant legislation, and working effectively with domestic, sexual, and dating violence victims (DVD product); (3) Sample training tools for District Attorney's Office and legal service provider staff of other jurisdictions on community collaboration building through training and outreach that demystifies the criminal justice system and promotes knowledge about systems-based factors of protection and safety for victims (written product); and (4) City and County of San Francisco danger/lethality assessment inventory and systematic response (written product).

F. WHO WILL IMPLEMENT THE PROJECT

RESPONSIBLE AGENCIES/OFFICES: (1) San Francisco District Attorney's Office; (2) Asian Women's Shelter; (3) La Casa (4) San Francisco Department on the Status of Women.

PROJECT PARTNERS' ROLES, RESPONSIBILITIES are set forth in detail in the accompanying Memorandum of Understanding and are summarized below.

(1) *San Francisco District Attorney's Office:* Role: To prosecute perpetrators of domestic and dating violence against women, including partner sexual assault, and provide victims with support and access to victim compensation throughout the court process; to develop and provide relevant training to criminal justice agencies and community-based organizations; and to develop protocols to improve the criminal justice system's identification and protection of victims considered to be at high risk of lethality in relationships . Responsibilities: (a) Prosecute perpetrators of domestic and

dating violence against women and provide victims with support throughout the court process and access to victim compensation; (b) Develop and provide relevant training to criminal justice agencies and community-based organizations on appropriate responses to victims who are considered to be at high risk of lethality in relationships; (c) Develop protocols for implementation of validated assessment tools; and (d) Collect data required for grant reporting.

(2) *Asian Women's Shelter:* Role: To develop and coordinate training curriculum for the District Attorney's Office to improve its use of danger and lethality assessment tools and increase its understanding of protective factors for high risk victims including but not limited to financial literacy and self-sufficiency, cultural competency and negotiation with LEP victims, and LGBTQ DV expertise. Responsibilities: (a) Engage and administer subcontract agreements with other community-based organizations with expertise in working with high risk domestic and dating violence victims, including Donaldina Cameron House, Mujeres Unidas y Activas, and API Legal Outreach; (b) Develop and present training sessions as specified in the above timeline; (c) enhance direct services to high risk victims served by the District Attorney's DV unit.

(3) *San Francisco Department on the Status of Women:* Role: Ensure that project activities are coordinated with and in furtherance of the San Francisco Safety and Accountability Audit. Responsibilities: Attend quarterly Project Team meetings and ensure that project activities are in furtherance of the San Francisco Safety and Accountability Audit.

(4) *La Casa de las Madres:* Role: Provide a three part economic empowerment workshop series to high-risk domestic violence victims; support DA's efforts to develop appropriate protocols for working with high-risk victims; and provide case management services to these victims of domestic violence. Responsibilities: (a) Present economic empowerment workshops to identified domestic violence victims; (b) Assist with development and presentation of training sessions as specified in the above timeline; (c) Enhance direct services to high risk victims served by the DV unit.

COLLABORATIVE RELATIONSHIPS TO BE ENHANCED: The District Attorney's Victim Services division has worked with AWS since AWS opened its doors in 1988 and has built an ongoing collaborative relationship over time. The District Attorney's Office has been a partner in AWS's OVW Technical Assistance grant, and AWS staff has worked on-site in the District Attorney's Victim Services office. The proposed project will bring this collaborative relationship to a new level by moving the partnership beyond the walls of the District Attorney's Victim Services division and into its prosecutor's offices so that AWS and its community partners directly inform the way that prosecutors work with LEP and high risk victims.

Mujeres Unidas y Activas has worked alongside these organizations for almost twenty years, and through the prior Grants to Encourage Arrest Policies and Enforcement of Protective Orders grant, it has become a formal collaborative partner. This new, formal relationship has reaped benefits to all agencies and allowed the collaborative to offer comprehensive services to domestic violence victims in more hard-to-reach LEP communities.

As one of three shelters in the City, La Casa has worked alongside AWS and participated in cross-training, service referral and coordinated case response with AWS and other DV service providers in San Francisco. Through this project, we expect to deepen the collaboration between these two leader organizations.

EXPERTISE AND EXPERIENCE OF KEY STAFF: Within the *District Attorney's Office*, the project will be staffed by highly qualified, experienced prosecutors and advocates. *Jean Roland, Managing Attorney of the Domestic Violence Unit*, has been with the San Francisco District Attorney's Office for over 10 years. Prior to managing the Domestic Violence Unit, she was the lead prosecutor for Felony Stalking cases and managed the Stalking Task Force in 2009. In her tenure in the San Francisco District Attorney's Office, she has been assigned to various units,

including the Domestic Violence Unit, General Felonies Unit, Hate Crimes Unit, Gang Violence Unit, and Stalking Unit. In the last few years, she has held various management positions, including the Assistant managing Attorney for Misdemeanors, the Managing Head Attorney for Domestic Violence and Stalking, and the Managing Head Attorney for Domestic Violence, Stalking and Physical Elder Abuse.

Maria Bee, Chief of the Victim Services Division, has a decade of experience as a prosecutor and deputy city attorney and has been the Chief of Victim Services and a member of the District Attorney's Management Team for six years, during which she has led a team of 23 staff members, participated in statewide and national conferences and monitored diverse public and private grants supporting the office's victim services work, including prior awards from the Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program. Ms. Bee participates actively in the San Francisco Family Violence Council and Domestic Violence Consortium.

Since opening as a local shelter program in 1988, *Asian Women's Shelter* has been at the forefront in direct service, prevention, and community organizing to end domestic violence, sexual violence, and human trafficking in Asian and Pacific Islander communities. AWS is a nationally recognized leader in intervention and prevention programs, language access, cultural competency, capacity-building and technical assistance, and effective and responsible collaboration. OVW has recognized AWS as a leader in the field since 2001.

The organization's *Executive Director, Orchid Pusey*, has worked at AWS since 2001. She is the coordinator of AWS's OVW TA project and has extensive expertise in curriculum development, training and technical assistance. She is also the co-founder and coordinator for AWS's Multi-Lingual Digital Storytelling Training and Advocacy Project, , a national network of API lesbian, bisexual, queer women's and transgender activists and advocates addressing relationship violence

within queer communities, and Chai Chats, AWS's ten-week healthy relationship community leadership and violence prevention project. Ms. Pusey has developed and continues to provide on-going implementation of the shelter program and services for battered women and children, with a special focus on the needs of non-English speaking immigrant survivors of domestic and sexual violence. She speaks fluent Mandarin and English, and proficient Russian.

In addition to Ms. Pusey, AWS has additional training staff with extensive expertise to contribute to this project. *Hediana Utarti* has worked at AWS since 2000, and has over fifteen years of experience in anti-violence against women work in Indonesia, Hawaii and San Francisco. She represented AWS in the multidisciplinary Safety Audit review team in San Francisco, and, along with Orchid Pusey, represents AWS at the SF Domestic Violence Consortium. She is a former board member of the National Coalition Against Domestic Violence, and has been instrumental in creating support programs for culturally diverse survivors of domestic violence, providing technical assistance to agencies across the country as well as in Japan and Indonesia, and in organizing within queer immigrant women's communities. She received her Ph.D. in Political Science, and is fluent in Indonesian and English.

Kathy Black is the Executive Director of *La Casa*. Ms. Black joined La Casa de las Madres as the Director of Development in 1997. After successfully bringing national recognition to the agency's new Teen Intervention and Prevention Program through the Robert Wood Johnson Foundation, she was promoted to Associate and then Executive Director in February 2001. Under Kathy's leadership, La Casa has developed critical program expertise; expanded its reach over 200%, and grown to 30 full and part-time staff. In 2008, Kathy was appointed to the Police Effectiveness-San Francisco Police Department Strategic Review Committee and San Francisco Commission on the Status of Women's Justice and Courage Oversight Panel.

In addition to Ms. Black, La Casa will provide the expertise of the Community Programs

Director, Claire McCullough. Ms. McCullough began as La Casa's Safe Housing Project Coordinator in 2007 and now coordinates and supervises La Casa's non-residential community service programs, which include the Drop In Center, Teen Program, Safe Housing Project, Outreach and Volunteer Program, and Domestic Violence Response Team (DVRT) Program. In 2010, Claire spearheaded La Casa's OVW-funded Enhanced Training and Services for Victims Later in Life Program, facilitating team trainings for over 500 police officers and convening San Francisco's Coordinated Community Response Team. She received her MSW focused on clinical practice at the University of Texas at Austin.

INFORMATION SHARING: Information sharing and confidentiality – and clarity around these issues – are a critical component to a strong collaboration between the criminal legal system and community-based domestic violence service providers. In California, a victim of domestic violence's communication with a qualified domestic violence counselor is protected by both confidentiality and privilege. However, a victim's communication with a member of the District Attorney's Victim Services staff is not privileged. This distinction can be confusing for all victims, but particularly for LEP victims. It is essential for them to be able to fully understand their rights and make informed decisions about how they share information. This issue was addressed in the development of the Language Access Policy for Domestic Violence Cases protocol.

This project includes victim advocates from community-based organizations and victim advocates from within the DAs Office. Both work together to provide comprehensive support for survivors of domestic violence, sexual assault, dating violence and stalking, yet a key element to the success of our collaborative efforts is the clear distinction of victim advocate roles, especially as it relates to confidentiality and privileged communication. The coordination of advocates within and outside the criminal legal system gives survivors the broadest range of support, both within the DAs office and in the community.

Community-based advocates at Asian Women's Shelter, Cameron House, Mujeres Unidas y Activas and API Legal Outreach are qualified domestic violence counselors and attorneys as defined by the California Evidence Code and California Bar Association, and therefore survivors working with advocates in these programs have privileged communication. The organizations protect confidential information through strict protocols and safety measures. Advocates at each agency work together with clients to help them to share necessary information directly. The community-based advocates do not share privileged client information with victims advocates in the DAs office, but focus on fostering direct communication with survivors, and supporting survivors to make informed decisions.

G. SUSTAINABILITY PLAN

San Francisco is committed to ensuring that our criminal justice and violence against women response systems continue to improve their assessment and responsiveness to high-risk victims. The products created through this proposed grant project – lethality assessment, training curricula, training DVDs and written protocol – are directly correlated to critical needs identified by the City and will have an enduring role in our City's system. The District Attorney's Office is committed to continuing to train its staff on cultural competency on an ongoing basis, and to working with community providers to maintain the collaborative relationships that will be strengthened by this project.

Over four years ago, the San Francisco District Attorney's Office created a truancy initiative with the San Francisco Unified School District to combat high rates of truancy in San Francisco. The public education intervention and prosecution strategy is not only sustained by the city and county of San Francisco but in 2011 enhanced with additional intervention funds from local sources. This is just one small example of previously federally funded project that the City and County of San Francisco has sustained.

Department of Justice

Office on Violence Against Women

September 20, 2012

Washington, D.C. 20531

Dr. Emily M. Murase
City and County of San Francisco
1 Dr Carlton B Goodlett Place
San Francisco, CA 94102-6033

Dear Dr. Murase:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office on Violence Against Women has approved your application for funding under the Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program in the amount of $650,000 for City and County of San Francisco. This award provides the opportunity for recipients to develop and strengthen effective responses to violence against women. This Program encourages communities to treat sexual assault, domestic violence, dating violence and stalking as serious crimes by strengthening the criminal justice response to these crimes and promoting a coordinated community response. Victim safety and offender accountability are the center piece of projects funded under the program.

Enclosed you will find the award package. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact Sue Pugliese at (202) 305-1660. For financial grants management questions, contact the OVW Grants Financial Management Division at (202) 514-8556, or by e-mail at ovw.gfmd@usdoj.gov. For payment questions, contact the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or by email at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

Bea Hanson
Acting Director

Enclosures

Department of Justice
Office of Justice Programs
Office for Civil Rights

Washington, D.C. 20531

September 20, 2012

Dr. Emily M. Murase
City and County of San Francisco
1 Dr Carlton B Goodlett Place
San Francisco, CA 94102-6033

Dear Dr. Murase:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of Federal funding to compliance with Federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice is responsible for ensuring that recipients of financial aid from OJP, its component offices and bureaus, the Office on Violence Against Women (OVW), and the Office of Community Oriented Policing Services (COPS) comply with applicable Federal civil rights statutes and regulations. We at OCR are available to help you and your organization meet the civil rights requirements that come with Justice Department funding.

Ensuring Access to Federally Assisted Programs

As you know, Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at http://www.lep.gov.

Ensuring Equal Treatment for Faith-Based Organizations

The Department of Justice has published a regulation specifically pertaining to the funding of faith-based organizations. In general, the regulation, Participation in Justice Department Programs by Religious Organizations; Providing for Equal Treatment of all Justice Department Program Participants, and known as the Equal Treatment Regulation 28 C.F.R. part 38, requires State Administering Agencies to treat these organizations the same as any other applicant or recipient. The regulation prohibits State Administering Agencies from making award or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the Department of Justice to fund inherently religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must be held separately from the Department of Justice funded program, and customers or beneficiaries cannot be compelled to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see OCR's website at http://www.ojp.usdoj.gov/ocr/etfbo.htm.

State Administering Agencies and faith-based organizations should also note that the Safe Streets Act, as amended; the Victims of Crime Act, as amended; and the Juvenile Justice and Delinquency Prevention Act, as amended, contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the Justice Department has concluded that the Religious Freedom Restoration Act (RFRA) is reasonably construed, on a case-by-case basis, to require that its funding agencies permit faith-based organizations applying for funding under the applicable program statutes both to receive DOJ funds and to continue considering religion when hiring staff, even if the statute that authorizes the funding program generally forbids considering of religion in employment decisions by grantees.

Questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment may be directed to this Office.

Enforcing Civil Rights Laws

All recipients of Federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal employment opportunity standards.

Complying with the Safe Streets Act or Program Requirements

In addition to these general prohibitions, an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 U.S.C. § 3789d(c), or other Federal grant program requirements, must meet two additional requirements:(1) complying with Federal regulations pertaining to the development of an Equal Employment Opportunity Plan (EEOP), 28 C.F.R. § 42.301-.308, and (2) submitting to OCR Findings of Discrimination (see 28 C.F.R. §§ 42.205(5) or 31.202(5)).

1) Meeting the EEOP Requirement

In accordance with Federal regulations, Assurance No. 6 in the Standard Assurances, COPS Assurance No. 8.B, or certain Federal grant program requirements, your organization must comply with the following EEOP reporting requirements:

If your organization has received an award for $500,000 or more and has 50 or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare an EEOP and submit it to OCR for review **within 60 days from the date of this letter**. For assistance in developing an EEOP, please consult OCR's website at http://www.ojp.usdoj.gov/ocr/eeop.htm. You may also request technical assistance from an EEOP specialist at OCR by dialing (202) 616-3208.

If your organization received an award between $25,000 and $500,000 and has 50 or more employees, your organization still has to prepare an EEOP, but it does not have to submit the EEOP to OCR for review. Instead, your organization has to maintain the EEOP on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to OCR. The Certification Form can be found at http://www.ojp.usdoj.gov/ocr/eeop.htm.

If your organization received an award for less than $25,000; or if your organization has less than 50 employees, regardless of the amount of the award; or if your organization is a medical institution, educational institution, nonprofit organization or Indian tribe, then your organization is exempt from the EEOP requirement. However, your organization must complete Section A of the Certification Form and return it to OCR. The Certification Form can be found at http://www.ojp.usdoj.gov/ocr/eeop.htm.

2) Submitting Findings of Discrimination

In the event a Federal or State court or Federal or State administrative agency makes an adverse finding of discrimination against your organization after a due process hearing, on the ground of race, color, religion, national origin, or sex, your organization must submit a copy of the finding to OCR for review.

Ensuring the Compliance of Subrecipients

If your organization makes subawards to other agencies, you are responsible for assuring that subrecipients also comply with all of the applicable Federal civil rights laws, including the requirements pertaining to developing and submitting an EEOP, reporting Findings of Discrimination, and providing language services to LEP persons. State agencies that make subawards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of subrecipients.

If we can assist you in any way in fulfilling your civil rights responsibilities as a recipient of Federal funding, please call OCR at (202) 307-0690 or visit our website at http://www.ojp.usdoj.gov/ocr/.

Sincerely,

Michael L. Alston

Michael L. Alston
Director

cc: Grant Manager
Financial Analyst

Department of Justice
Office on Violence Against Women

Grant

1. RECIPIENT NAME AND ADDRESS (Including Zip Code)

City and County of San Francisco
1 Dr Carlton B Goodlett Place
San Francisco, CA 94102-6033

4. AWARD NUMBER: 2009-WE-AX-0007

5. PROJECT PERIOD: FROM 09/01/2009 TO 03/31/2014

BUDGET PERIOD: FROM 09/01/2009 TO 03/31/2014

6. AWARD DATE 09/20/2012

7. ACTION

Supplemental

1A. GRANTEE IRS/VENDOR NO.

946000479

8. SUPPLEMENT NUMBER

01

9. PREVIOUS AWARD AMOUNT $ 698,970

3. PROJECT TITLE

The City and county of San Francisco Community Informed Domestic Violence Risk Assessment

10. AMOUNT OF THIS AWARD $ 650,000

11. TOTAL AWARD $ 1,348,970

12. SPECIAL CONDITIONS

THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT

This project is supported under 42 U.S.C. 3796hh - 3796hh-4 (OVW - Arrest)

15. METHOD OF PAYMENT

GPRS

AGENCY APPROVAL

16. TYPED NAME AND TITLE OF APPROVING OFFICIAL

Bea Hanson
Acting Director

17. SIGNATURE OF APPROVING OFFICIAL

Bea H

GRANTEE ACCEPTANCE

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL

Emily M. Murase
Executive Director

19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

Emily M. Murase

19A. DATE

10.11.12

AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	OFC.	DIV. REG.	SUB.	POMS	AMOUNT
X	A	W4	29	00	00		650000

21. W412D00013

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office on Violence Against Women (OVW) Financial Grants Management Guide.

2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.

3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of DOJ grant funds) are not satisfactory and promptly addressed as further described in the current edition of the OVW Financial Grants Management Guide.

4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government without the express prior written approval of OVW, in order to avoid violation of 18 USC § 1913. The recipient may, however, use federal funds to collaborate with and provide information to Federal, State, local, tribal and territorial public officials and agencies to develop and implement policies to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 42 USC 13925(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under 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 involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

   mail:

   Office of the Inspector General
   U.S. Department of Justice
   Investigations Division
   950 Pennsylvania Avenue, N.W.
   Room 4706
   Washington, DC 20530

   e-mail: oig.hotline@usdoj.gov

   hotline: (contact information in English and Spanish): (800) 869-4499

   or hotline fax: (202) 616-9881

   Additional information is available from the DOJ OIG website at www.usdoj.gov/oig.

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OVW.

SPECIAL CONDITIONS

7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.

8. The recipient agrees to comply with applicable requirements regarding Central Contractor Registration (CCR) and applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office on Violence Against Women web site at http://www.ovw.usdoj.gov/docs/ccr-award-term.pdf (Award condition: Central Contractor Registration and Universal Identifier Requirements), and are incorporated by reference here. This special 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).

9. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

10. The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Grantees and Subgrantees, available at http://www.ovw.usdoj.gov/grantees.html.

11. The grantee agrees that education materials and prevention programs developed with grant funds will not promote alcohol or substance abuse as a primary cause of domestic violence, dating violence, sexual assault or stalking.

12. The grantee agrees to comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C 3711 et seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, and OVW's implementing regulations at 28 CFR Part 90.

13. The grantee must be in compliance with specifications outlined in the solicitation under which the approved application was submitted. The program solicitation is hereby incorporated by reference into this award.

14. The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

15. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OVW grant funds, without prior written approval from OVW.

16. The Director of OVW, upon a finding that there has been substantial failure by the recipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant solicitation, will terminate or suspend until the Director is satisfied that there is no longer such failure, all or part of the award, in accordance with the provisions of 28 CFR Part 18, as applicable mutatis mutandis.

SPECIAL CONDITIONS

17. The grantee agrees that if they receive any funding that is duplicative of funding received under this grant, they will notify their OVW grant manager as soon as possible and a GAN will be issued changing the budget to eliminate the duplication, and the grantee agrees and understands that any duplicative funding will be deobligated from its award and returned to OVW.

18. The grantee agrees to submit semiannual progress reports that describe project activities during the reporting period. Progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1-June 30 and July 1 - December 31 for the duration of the award. Future awards may be withheld if progress reports are delinquent. Grantees are required to submit this information online, through the Grants Management System (GMS), on the semi-annual progress report for the relevant OVW grant programs.

19. Under the Government Performance and Results Act (GPRA) and VAWA 2000, grantees are required to collect and maintain data that measure the effectiveness of their grant-funded activities. Accordingly, the grantee agrees to submit semi-annual electronic progress reports on program activities and program effectiveness measures. Information that grantees must collect under GPRA and VAWA 2000 includes, but is not limited to: 1) number of persons served; 2) number of persons seeking services who could not be served; 3) number and percentage of arrests relative to the number of police responses to domestic violence incidents; 4) number of protection orders issued; and 5) number of victim advocates supported by grant funding.

20. A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 90 days after the end of the award. The Final Progress Report should be submitted to the Office on Violence Against Women through the Grants Management System with the Report Type indicated as "Final".

21. The recipient agrees that it will submit quarterly financial status reports to OVW on-line (at https://grants.ojp.usdoj.gov) using the SF 425 Federal Financial Report form (available for viewing at www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.

22. Funds allocated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval by OVW. To request approval, grantees must submit a Program Office Approval Grant Adjustment Notice (GAN) via the Grants Management System (GMS). The grantee must include a copy of the event's brochure, curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs should be attached to the GAN. The GAN request must be submitted to OVW at least 20 days prior to registering for the event. Approval to attend non-OVW sponsored events will be considered on a case-by-case basis. This prior approval process also applies to requests for the use of OVW designated technical assistance funds to pay an outside consultant or contractor to develop training.

23. First time grantees must agree to send key staff members to the OVW grantee orientation seminar. Additionally, if there is a change in the project director/coordinator during the grant period, the grantee agrees, at the earliest opportunity, to send the new project director/coordinator, regardless of prior experience with this or any other federal award, to an OVW grantee orientation seminar.

24. Approval of this award does not indicate approval of any consultant rate in excess of $650 per day. A detailed justification must be submitted to and approved by the Office on Violence Against Women prior to obligation or expenditure of such funds.

SPECIAL CONDITIONS

25. The recipient agrees to submit one copy of all required reports and any other written materials or products that are funded under the project to OVW not less than twenty (20) days prior to public release. If the written material is found to be outside the scope of the program, or in some way to compromise victim safety, it will need to be revised to address these concerns or the grantee will not be allowed to use project funds to support the further development or distribution of the materials.

26. All materials and publications (written, visual, or sound) resulting from award activities shall contain the following statements: "This project was supported by Grant No. _____ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.

27. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

28. The grantee agrees that grant funds will not support activities that compromise victim safety and recovery, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; pre-trial diversion programs not approved by OVW or the placement of offenders in such programs; mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims, penalizing victims who refuse to testify, or promoting procedures that would require victims to seek legal sanctions against their abusers (e.g., seek a protection order, file formal complaint); the placement of perpetrators in anger management programs; or any other activities outlined in the solicitation under which the approved application was submitted.

29. The grantee agrees to submit for OVW review and approval any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding, and if applicable, the Internal Memorandum of Agreement.

SPECIAL CONDITIONS

30. Pursuant to 28 CFR §66.34, the Office on Violence Against Women reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, in whole or in part (including in the creation of derivative works), for Federal Government purposes:

    (a) any work that is subject to copyright and was developed under this award, subaward, contract or subcontract pursuant to this award; and

    (b) any work that is subject to copyright for which ownership was purchased by a recipient, subrecipient or a contractor with support under this award.

    In addition, the recipient (or subrecipient, contractor or subcontractor) must obtain advance written approval from the Office on Violence Against Women program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

    It is the responsibility of the recipient (and of each subrecipient, contractor or subcontractor as applicable) to ensure that this condition is included in any subaward, contract or subcontract under this award.

31. Pursuant to 42 USC 3796hh(d), the grantee understands that 5% of this award is being withheld and that it may not obligate, expend or drawdown that 5% unless, by the period ending on the date on which the next session of the State legislature ends, the State or unit of local government:

    (1) certifies that it has a law or regulation that requires -
    (A) the State or unit of local government at the request of a victim to administer to a defendant, against whom an information or indictment is presented for a crime in which by force or threat of force the perpetrator compels the victim to engage in sexual activity, testing for the immunodeficiency virus (HIV) not later than 48 hours after the date on which the information or indictment is presented;
    (B) as soon as practicable notification to the victim, or parent and guardian of the victim, and defendant of the testing results; and
    (C) follow-up tests for HIV as may be medically appropriate, and that as soon as practicable after each such test the results be made available in accordance with subparagraph (B).

    The "next session of the State legislature" means the next session after the date on which the application for this award was submitted.

    If the grantee submits a certification, a Grant Adjustment Notice (GAN) will be issued, and the funds will become available for drawdown. If, by the date on which the next session of the State legislature ends, the grantee is not in compliance with this provision, the withheld funds will be deobligated from the amount of funds awarded for this award period.

    If the grantee is an Indian Tribe, it should contact OVW to determine whether it falls within the definition of -unit of local government- as defined by 42 USC § 3791. If it does not, a GAN will be issued and the condition will be removed.

32. The grantee agrees to use grant funds to strengthen legal advocacy service programs for victims of domestic violence, dating violence, sexual assault and stalking, including strengthening assistance to such victims in immigration matters. Grant funds may not be used to provide long-term or short-term legal representation.

SPECIAL CONDITIONS

33. The grantee agrees that funds will not be used for prevention activities (e.g., outreach to elementary and secondary schools, implementation of educational programs regarding domestic and dating violence intervention, and public awareness campaigns). The grantee may use funds to provide outreach regarding the specific services offered under the grant.

34. The recipient's budget is pending review and approval. The recipient may obligate, expend and draw down funds for travel related expenses to attend OVW-sponsored technical assistance events up to $10,000. Remaining funds will not be available for draw down until the Office on Violence Against Women, Grants Financial Management Division has approved the budget and budget narrative, and a Grant Adjustment Notice has been issued removing this special condition. Any obligations or expenditures incurred by the recipient prior to the budget being approved are made at the recipient's own risk.

35. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (which is defined to include meetings, retreats, seminars, symposiums, trainings, and other events), including the provision of food and/ or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at http://www.ovw.usdoj.gov/grantees.html.

36. The recipient may not obligate, expend, or draw down any award funds until: (1) the recipient obtains active registration with the Central Contractor Registration (CCR) database, (2) the recipient notifies the program office in writing of its registration, and (3) a Grant Adjustment Notice (GAN) is issued removing this special condition.

Department of Justice

Office on Violence Against Women

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Marnie Shiels, Attorney Advisor

Subject: Categorical Exclusion for City and County of San Francisco

The Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program (Arrest Program) implements certain provisions of the Violence Against Women Act, which was enacted in September 1994 as Title IV of the Violent Crime Control and Law Enforcement Act of 1994, reauthorized in the Violence Against Women Act of 2000 and the Violence Against Women and Department of Justice Reauthorization Act of 2005. The program enhances victim safety and offender accountability in cases of domestic violence, dating violence, sexual assault and stalking by encouraging jurisdictions to implement pro-arrest policies as an effective intervention that is part of a coordinated community response. An integral component of the Arrest Program is the creation and enhancement of collaborative partnerships between criminal justice agencies, victim services providers, and community organizations which respond to sexual assault, domestic violence, dating violence and stalking.

None of the following activities will be conducted under the OVW federal action:

1. New construction.
2. Any renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year floodplain.
3. A renovation which will change the basic prior use of a facility or significantly change its size.
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment.
5. Implementation of a program involving the use of chemicals. Consequently, the subject federal action meets the criteria for a categorical exclusion as contained in paragraph 4.(b) of Appendix D to Part 61 of the Code of Federal Regulations (adopted by OVW at 28 CFR § 0.122(b)).

Department of Justice
Office on Violence Against Women

GRANT MANAGER'S MEMORANDUM, PT. I: PROJECT SUMMARY

Grant

PROJECT NUMBER
2009-WE-AX-0007

This project is supported under 42 U.S.C. 3796hh - 3796hh-4 (OVW - Arrest)

1. STAFF CONTACT (Name & telephone number)

Sue Pugliese
(202) 305-1660

2. PROJECT DIRECTOR (Name, address & telephone number)

Emily Murase
Executive Director, DOSW
1 Dr Carlton B Goodlett Place
San Francisco, CA 94102
(415) 252-2570

3a. TITLE OF THE PROGRAM

OVW FY 12 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

3b. POMS CODE (SEE INSTRUCTIONS ON REVERSE)

4. TITLE OF PROJECT

The City and county of San Francisco Community Informed Domestic Violence Risk Assessment

5. NAME & ADDRESS OF GRANTEE

City and County of San Francisco
1 Dr Carlton B Goodlett Place
San Francisco, CA 94102-6033

6. NAME & ADRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 09/01/2009 TO: 03/31/2014

8. BUDGET PERIOD

FROM: 09/01/2009 TO: 03/31/2014

9. AMOUNT OF AWARD

$ 650,000

10. DATE OF AWARD

09/20/2012

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program (Arrest Program) implements certain provisions of the Violence Against Women Act, which was enacted in September 1994 as Title IV of the Violent Crime Control and Law Enforcement Act of 1994, reauthorized in the Violence Against Women Act of 2000 and the Violence Against Women and Department of Justice Reauthorization Act of 2005. The program enhances victim safety and offender accountability in cases of domestic violence, dating violence, sexual assault and stalking by encouraging jurisdictions to implement pro-arrest policies as an effective intervention that is part of a coordinated community response. An integral component of the Arrest Program is the creation and enhancement of collaborative partnerships between criminal justice agencies, victim services providers, and community organizations which respond to sexual assault, domestic violence, dating violence and stalking.

The City of San Francisco, California, is made up of a diverse array of populations, many of whom are Limited English Proficiency (LEP). The city covers

approximately 46 square miles and according to the 2010 U. S. Census Bureau the population estimate is 805,235 people. The population to be served will be victims who are considered to be at high risk of lethality in relationships in San Francisco, specifically Limited English Proficient survivors of high risk sexual assault and domestic violence.

The City and County of San Francisco, in collaboration with its non-profit, non-governmental victim service partners Asian Women's Shelter (AWS) and Casa de las Madres (La Casa), will use this continuation award to sustain project activities. Specifically, the project will: 1) maintain a specialized sub-unit in the District Attorney's Domestic Violence Unit (Limited English Proficient Domestic Violence Sub-unit) to prosecute perpetrators in cases where the victim is Limited English Proficient; 2) provide specialized training within the District Attorney's Office to ensure that prosecutors and victim advocates can work with victims who are considered to be at high risk of lethality in relationships in a culturally competent manner; 3) provide training to community-based staff, their clients, and other criminal justice agencies, to standardize lethality assessment tools and implement those tools for victims in a culturally competent manner; 4) develop and implement validated risk and danger assessments to address issues of victims who are considered to be at high risk of lethality in relationships; and 5) enhance direct services for victims who are considered to be at high risk of lethality in relationships through the expansion of a formal community-based collaboration of diverse organizations.

CA/NCF

San Francisco Commission on the Status of Women
Resolution Authorizing the Department on the Status of Women to accept a $650,000 grant from the Department of Justice Office of Violence Against Women

BE IT KNOWN *that the Commission on the Status of Women of the City and County of San Francisco hereby issues, and authorizes the execution, by the subscribing Commissioners, of the following resolution:*

WHEREAS, *The Department on the Status of Women partnered with the District Attorney's Office and two community-based nonprofit organizations – Asian Women's Shelter and La Casa de las Madres – to better serve victims who are considered to be at high risk of lethality in relationships and to improve prosecutors' ability to bring perpetrators to justice; and,*

WHEREAS, *The project, titled "The San Francisco Community Informed Domestic Violence Risk Assessment," will build upon the work of the Limited English Proficiency sub-unit in the District Attorney's Domestic Violence Unit for cases involving victims who are considered to be at high risk of lethality in relationships and to enhance the training and policy partnerships; and,*

WHEREAS, *The goals of the project is to (1) improve prosecution of domestic and dating violence, (2) improve the criminal justice system's support to these victims, and (3) enhance current community-based direct services for domestic and dating violence victims with special emphasis on victims who are Limited English Speaking and/or considered to be at high risk of lethality in relationships;*

NOW THEREFORE BE IT RESOLVED *That the San Francisco Commission on the Status of Women authorizes the Department on the Status of Women to accept the $650,000 2-year Encourage Arrest Policies and Enforcement of Protection Orders Program grant from the Department of Justice's Office of Violence Against Women to carry out "The San Francisco Community Informed Domestic Violence Risk Assessment" project for grant period October 1, 2012 to September 30, 2014.*

Julie A. Soo

Julie Soo, President

Nancy Kirshner-Rodriguez

Nancy Kirshner-Rodriguez, Vice President

Alicia Gamez

Alicia Gamez

Kay Gulbengay

Kay Gulbengay

Rebecca Prowda

Andrea Shorter

San Francisco Commission on the Status of Women
October 24, 2012

OFFICE OF THE MAYOR
SAN FRANCISCO

EDWIN M. LEE
MAYOR

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Mayor Edwin M. Lee

RE: Accept and Expend Grant – Encourage Arrest Policies and Enforcement of Protection Orders Program – $650,000

DATE: November 20, 2012

Attached for introduction to the Board of Supervisors is the resolution authorizing the Department on the Status of Women to retroactively accept and expend an extension grant in the amount of $650,000 through the United States Department of Justice's Office of Violence Against Women, Encourage Arrest Policies and Enforcement of Protection Orders Program, for grant period April 1, 2012 through March 31, 2014.

I request that this item be calendared in Budget and Finance Committee.

Should you have any questions, please contact Jason Elliott (415) 554-5105.

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 NOV 20 PM 2:26
AK

1 DR. CARLTON B. GOODLETT PLACE, ROOM 200
SAN FRANCISCO, CALIFORNIA 94102-4681
TELEPHONE: (415) 554-6141

121176