

From: [Renault, Dameion@BSCC](mailto:Renault.Dameion@BSCC)
To: [Renault, Dameion@BSCC](mailto:Renault.Dameion@BSCC)
Cc: [Vlavianos, Jessica@BSCC](mailto:Vlavianos.Jessica@BSCC); [Fields, Christy@BSCC](mailto:Fields.Christy@BSCC); [Escobar, Eddie@BSCC](mailto:Escobar.Eddie@BSCC)
Subject: BSCC Organized Retail Theft Vertical Prosecution Grantees: Next Steps
Date: Thursday, September 14, 2023 11:40:50 AM
Attachments: [Agenda ORT - ORTVP Grantee Orientation Days 1 - 3.pdf](#)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Good morning.

On behalf of the Board of State and Community Corrections (BSCC) and the Organized Retail Theft Vertical Prosecution (ORTVP) Scoring Panel, ***congratulations*** on your new grant with the BSCC! Today, the BSCC Board unanimously passed the agenda item which approved funding for your grant application.

I'd like to provide some next steps and forthcoming requests for documents. First let me introduce our team that will support your success throughout your grant period:

Jessica Vlavianos - Associate Governmental Program Analyst (day to day contact)

Michael Lee - Research Data Supervisor II (data collection & evaluation contact)

Christy Fields - Staff Services Manager I

Dameion Renault – Field Representative (modification, technical assistance, major support)

- The contract documents (Standard Agreement) will be forwarded to your team over the next week. These will be emailed (with instructions for submittal) to the individual listed as the Authorized Officer on the grant application with a cc to all other individuals listed on the Applicant Information Form.
- If you have not submitted a Resolution from your Governing Board, we will need this document in order to fully execute your contract/Standard Agreement. Please note: the language provided in Appendix E of the Request for Proposals (attached for your convenience) must include, at a minimum:
 - Language that delegates authority to the individual/position authorized to execute the grant agreement including any amendments or provide sufficient documentation indicating that the signer has been vested with plenary authority to execute grant agreements (e.g., a City Council or County Board of Supervisors delegating such authority to an Agency head);
 - A non-supplantation declaration; and
 - Agreement to abide by all terms and conditions of the contract/Standard Agreement.
- If you will be subcontracting with a non-governmental organization (NGO) with ORTVP funds, additional forms may be required, if you have not already completed and submitted these form with your application.

The BSCC will be providing a mandatory virtual **Grantee Orientation on October 17 & 19**. The agenda for those days is attached and includes days that both ORTVP and the grantees from the Organized Retail Theft Prevention grant program. ORTVP **does not** have to attend all three days. Please pay close attention to the dates in the agenda. **ORTVP grantees must attend the orientation on October 17 and October 19 only.**

- All projects will be required to develop a Local Evaluation Plan (LEP). It is recommended that projects begin thinking about their Plan now using the sample provided in Appendix I of the RFP. We will be discussing this in greater detail at the Grantee Orientation, with our Research Data Supervisor II Michael Lee. Typically, the LEPs are due 45 days after the Orientation. In addition, it is advised that the individual evaluating the ORTVP grant project is onboard at the beginning of the project and part of the LEP development process (i.e., not brought on at the end of the grant term to evaluate project data).
- Please note: although your application has been recommended for funding by the ESC and awarded by the Board, staff will be reviewing your budget section carefully to ensure all proposed costs listed within the budget narrative are actually allowable and eligible for reimbursement with ORTVP funds. In addition, any single item purchase more than \$3,500 will need pre-approval by me before the actual item(s) is procured (even if in your original budget). We will work with projects on any issues that may arise. Regardless of any narrative updates that may need to be addressed, we will be using the figures provided in your application budget table as your starting budget for the reimbursement invoices and the total amount requested for your contract/Standard Agreement.

It is my pleasure to serve as the Field Representative for this grant program. Staff at the BSCC are currently teleworking so we ask for your patience during this contracting period. If you have any question or think we can be of assistance, please do not hesitate to contact me, or Jessica Vlavianos, Associate Governmental Program Analyst.

Again, congratulations on your award. We look forward to working with you.

Your time is appreciated,

Dameion Renault

Field Representative – Corrections Planning and Grant Programs Division

BOARD OF STATE AND COMMUNITY CORRECTIONS

2590 Venture Oaks Way, Suite 200, Sacramento, CA 95833

Phone 916-508-7233

website <http://www.bscc.ca.gov>

email dameion.renault@bscc.ca.gov

LEADERSHIP ★ EXCELLENCE ★ SUPPORT