

File No. 181081

Committee Item No. 3

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date January 10, 2019

Board of Supervisors Meeting

Date _____

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

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Completed by: Linda Wong

Date January 4, 2019

Completed by: Linda Wong

Date _____

1 [Accept and Expend Grant - United States Department of Justice's Office of Violence Against
2 Women - Domestic Violence High Lethality Risk Team - Amendment to the Annual Salary
3 Ordinance - FYs 2018-2019 and 2019-2020 - \$750,000]

4 **Ordinance retroactively authorizing the Department on the Status of Women to accept**
5 **and expend a grant in the amount of \$750,000 through the United States Department of**
6 **Justice's Office of Violence Against Women for the Domestic Violence High Risk**
7 **Program; and amending Ordinance No. 182-18 (Annual Salary Ordinance File**
8 **No. 180575 for FYs 2018-2019 and 2019-2020) to provide for the addition of one grant-**
9 **funded part-time Class 1820 Junior Administrative Analyst position (FTE 0.50) for the**
10 **period of October 1, 2018, through September 30, 2020.**

11
12 Be it ordained by the People of the City and County of San Francisco:

13
14 **Section 1. Findings**

15 (1) The Department on the Status of Women partnered with the Office of the District
16 Attorney, the Police Department, and two community-based nonprofit organizations, La Casa
17 de las Madres and APA Family Support Services, for the "**Domestic Violence High Risk**
18 **Program**" and was awarded Seven Hundred and Fifty Thousand dollars (\$750,000) by the
19 United States Department of Justice Office of Violence Against Women (hereafter "OVW").

20 (a) The extended award period is from October 1, 2015 to September 30, 2021.

21 (b) The grant does not include any provision for indirect costs.

22 (c) The accumulative award total is increased to One Million and Five Hundred
23 Thousand dollars.

24 **Section 2. Authorization to accept and expend grant funds.**

1 (a) The Board of Supervisors hereby authorizes the Department on the Status of
 2 Women to retroactively accept and expend, on behalf of the City and County of San
 3 Francisco, OWW grant funds in the amount of \$750,000 to 1) Improve outreach strategies to
 4 reflect the diversity of domestic violence survivors and increase connections to all available
 5 services; 2) Reduce domestic violence related deaths in San Francisco; and, 3)
 6 Institutionalize data systems to better track high lethality domestic violence cases in San
 7 Francisco's Bayview District.

8 (b) The Department on the Status of Women proposes to maximize use of available
 9 grant funds on program expenditures by not including indirect costs in the grant budget, and
 10 indirect costs are hereby waived.

11 **Section 3. Grant funded positions; Amendment to Fiscal Years 2018-2019, and 2019-**
 12 **2020-Annual Salary Ordinance.**

13 The hereinafter designated sections and items of Ordinance No. 182-18 (Annual Salary
 14 Ordinance File No. 180575 for FYs 2018-2019, and 2019-2020) are hereby amended to add
 15 one (1) part-time position (0.5 FTE) in the Department on the Status of Women as follows:

16 Department: WOM (048) Status of Women

17 Program: Domestic Violence High Lethality Risk Team

18 Fund: 13550

19

20 Amendment	No. of 21 Positions	Class	Compensation 22 Schedule	Department
23 Add in FY18-19	0.50 FTE	1820 Junior Admin. Analyst	\$1,438 Biweekly	WOM
24 Add in FY 19-20	0.50 FTE	1820 Junior Admin. Analyst	\$1,438 Biweekly	WOM

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APPROVED AS TO FORM:

By:




Bradley Russi
Deputy City Attorney

APPROVED AS TO CLASSIFICATION

DEPARTMENT OF HUMAN RESOURCES:

By:



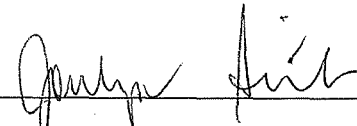
Micki Callahan, Director
Department of Human Resources

APPROVED:



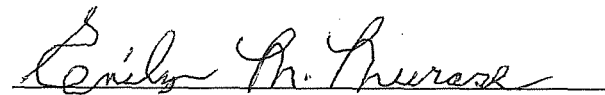
for Mayor's Office

APPROVED:



for Ben Rosenfield
Controller

RECOMMENDED:



Emily Murase, Director
Department on the Status of Women

File Number: 181081
(Provided by Clerk of Board of Supervisors)

Grant Ordinance Information Form
(Effective July 2011)

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

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

1. Grant Title: **City and County of San Francisco's Domestic Violence High Risk Program (Lethality Assessment Program and Domestic Violence Death Review Team)**

2. Department: **Status of Women**

3. Contact Person: **Emily M. Murase, PhD** Telephone: **415-252-2571**

4. Grant Approval Status (check one):

Approved by funding agency Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$ 750,000

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

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

8. Proposed Grant Project Summary: **This continuation proposal seeks to: 1) Improve outreach strategies to reflect the diversity of domestic violence survivors and increase connections to all available services; 2) Reduce domestic violence related deaths in San Francisco; and, 3) Institutionalize data systems to better track high lethality domestic violence cases.**

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: **October 1, 2015*** End-Date: **September 30, 2021**

*This project date reflects an extended project period of the original award which was 10/1/2015-09/30/2018. Extended project period is 10/1/2018-9/30/2021.

10. Number of new positions created and funded: **0.5FTE 1820 Junior Administrative Analyst at Department on the Status of Women**

11. Explain the disposition of employees once the grant ends? **The Junior Administrative Analyst position will terminate.**

12. a. Amount budgeted for contractual services: **\$188,000**
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, along with the Police Department and District Attorney's Office. The Office of Violence Against Women, Improving Criminal Justice Responses (formerly Grants to Encourage Arrest Policies and Enforcement of Protection Orders) Program grant solicitation**

required that applications demonstrate the capacity to employ a coordinated community response. Therefore, community-based organizations experts in this area were designated as grant partners.

- c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **Sub-contractors are non-profits, not businesses.**
- d. Is this likely to be a one-time or ongoing request for contracting out? **One-time**

13. a. Does the budget include indirect costs?
 Yes No
- b. 1. If yes, how much? \$
 - b. 2. How was the amount calculated?
 - c. 1. If no, why are indirect costs not included?
 Not allowed by granting agency To maximize use of grant funds on direct services
 Other (please explain):
 - c. 2. If no indirect costs are included, what would have been the indirect costs?
If calculated at 10% of salaries, the indirect cost for this program would have been \$10,888.

14. Any other significant grant requirements or comments: None.

****Disability Access Checklist****

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

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

16. 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 access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

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

Carol Sacco
(Name)

Departmental ADA Coordinator/Associate Director
(Title)

Date Reviewed: Oct. 1, 2018

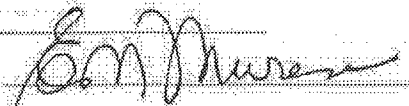

(Signature Required)

Overall Department Head or Designee Approval:

Emily M. Murase PhD
(Name)

Director
(Title)

Date Reviewed: 09/27/2018



**FY 2018 OVW ICJR Program
San Francisco Proposal - Budget & Budget Narrative**

Budget & Budget Narrative

36 Month Budget Summary

A. Personnel		
0.5 FTE Prosecutor (Year 1)	\$6,194 per ppd. x 26.1 ppd. x 0.5 FTE	\$80,832
0.5 FTE Prosecutor (Year 2)	\$6,504 per ppd. x 26.2 ppd. x 0.5 FTE	\$85,202
0.5 FTE Victim Advocate (Year 1)	\$2,982 per ppd. x 26.1 ppd. x 0.5 FTE	\$38,916
0.5 FTE Victim Advocate (Year 2)	\$3,129 per ppd. x 26.2 ppd. x 0.5 FTE	\$40,990
0.5 FTE Admin. Analyst	\$2,792 per ppd. x 78 ppd. x 0.5 FTE	108,888
	Subtotal Salary	\$354,828
B. Fringe Benefits		
0.5 FTE Prosecutor	\$166,026 x 42.15%	\$69,980
0.5 FTE Victim Advocate	\$79,906 x 50.52%	\$40,372
0.5 FTE Admin. Analyst	\$108,888 x 40%	\$43,555
	Subtotal Fringe Benefits	\$153,907
	Total Personnel	\$508,735
C. Travel	OVW Technical Assistance	\$10,000
D. Equipment		
E. Supplies	Office Supplies and Data Analytics Licenses	\$5,765
F. Construction		-
G. Consultant/Contracts/Subawards		188,000
APA Family Support Services		\$65,000
La Casa de las Madres		\$96,000
San Francisco Police Department		\$27,000
H. Other: 5% reduction in total budget in compliance with special condition 46		37,500
	TOTAL	\$750,000

**FY 2018 OVW ICJR Program
San Francisco Proposal - Budget & Budget Narrative**

Budget Narrative

A. Personnel

Name/Position	Computation	Cost
0.5 FTE Prosecutor (Year 1)	\$6,194 per ppd. x 26.1 ppd. x 0.5 FTE	\$80,832
0.5 FTE Prosecutor (Year 2)	\$6,504 per ppd. x 26.2 ppd. x 0.5 FTE	\$85,202
0.5 FTE Victim Advocate (Year 1)	\$2,982 per ppd. x 26.1 ppd. x 0.5 FTE	\$38,916
0.5 FTE Victim Advocate (Year 2)	\$3,129 per ppd. x 26.2 ppd. x 0.5 FTE	\$40,990
0.5 FTE Admin. Analyst	\$2,792 per ppd. x 78 ppd. x 0.5 FTE	108,888
TOTAL WAGES		\$354,828

B. Fringe Benefits

Position	Description	Annual Rate/Amount	Year 1 Subtotal	Year 2 Subtotal	Amount
Prosecutor	Social Security	6.20%	\$5,012	\$5,282	\$10,294
	Social Sec. - Medicare	1.45%	\$1,172	\$1,235	\$2,407
	Health Ins	\$3,262	\$1,631	\$1,631	\$3,262
	Dependent Coverage	\$11,772	\$5,886	\$5,886	\$11,772
	Long Term Disability	0.35%	\$283	\$283	\$566
	Retirement	23.92%	\$19,335	\$20,379	\$39,714
	Unemployment Ins	0.27%	\$218	\$230	\$448
	Dental Rate	\$1,518	\$759	\$759	\$1,517
	Total Fringe				
Victim Advocate	Social Security	6.20%	\$2,413	\$2,542	\$4,995

**FY 2018 OVW ICJR Program
San Francisco Proposal - Budget & Budget Narrative**

	Social Sec. - Medicare	1.45%	\$564	\$594	\$1,158
	Health Insurance	\$4,268	\$2,134	\$2,134	\$4,268
	Dependent Coverage	\$8,986	\$4,493	\$4,493	\$8,986
	Long Term Disability	0.39%	\$152	\$160	\$312
	Retirement	23.92%	\$9,309	\$9,806	\$19,115
	Unemployment Ins	0.27%	\$105	\$111	\$216
	Dental Rate	\$1,322	\$661	\$661	\$1,322
	Total Fringe				\$40,372
Position	Description	Annual Rate/Amount	Subtotal	Amount	
Analyst	Social Security	6.20%	\$6,751	\$6,751	
	Social Sec. - Medicare	1.45%	\$1,579	\$1,579	
	Health Ins	\$4,268	\$12804	\$12,804	
	Dependent Coverage	\$690	\$2,070	\$2,070	
	Long Term Disability	0.56%	\$610	\$610	
	Retirement	18.13%	\$19,741	\$19,741	
	Total Fringe				\$43,555

TOTAL FRINGE

\$153,907

The Prosecutor and Victim Advocate positions will be part of the San Francisco District Attorney's Office. The 0.5 FTE Prosecutor will work exclusively with a caseload of caseload of High Lethality domestic and dating violence victims in Years 1 and 2. The Prosecutor will be bilingual. The 0.5 FTE Victim Advocate position will be filled by multiple (up to 4) partial FTE Victim Advocates, one of whom will be Spanish bilingual and the other will be fluent in Vietnamese. The Victim Advocate will be grant-funded in Years 1 and 2 and provided in-kind in Year 3. The Victim Advocate will support the victims on the Prosecutor's caseload by connecting them with victim witness funding and direct service community partners. Collectively, these positions will form the Domestic Violence Unit's Limited English Proficient DV Subunit.

**FY 2018 OVW ICJR Program
San Francisco Proposal - Budget & Budget Narrative**

The 0.5 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, including staffing the Project Implementation Team and Death Review Team meetings.

TOTAL Salaries and Fringe \$508,735

C. Travel (no change)

Required travel for OVW technical assistance (estimated costs)

Airfare (estimated)	\$500 (avg.) x 8 persons + 13.2% carbon offset required by San Francisco policy	\$4,528
Lodging	\$159 (Washington, D.C. x 8 persons x 3 nights)	\$3,816
Meals and Incidentals	\$69 (Washington, D.C. x 8 persons x 3 days)	\$1,656

TOTAL Travel \$10,000

D. Equipment (no change)

There are no equipment costs budgeted.

E. Supplies (no change)

<u>Supply Item</u>	<u>Computation</u>	<u>Cost</u>
Office Supplies (paper, printer, toner, etc.)	\$85/month X 36 months	\$3,065
Data Analytics Tool Licenses	\$90/ license X 10 licenses X 3 years	\$ 2,700

Office supplies are needed for the general operation of the program, including producing training materials. Data analytics tools will be used to streamline data sharing amongst law enforcement agencies for coordinating cases and evaluating trends during Law Enforcement High Risk Team meetings, statutory standards will be met.

TOTAL Supplies \$5,765

F. Construction (no change)

There are no construction costs budgeted.

**FY 2018 OVW ICJR Program
San Francisco Proposal - Budget & Budget Narrative**

G. Consultants/Contracts/Subawards (no change)

Subrecipients	Cost
<i>APA Family Support Services</i>	\$65,000
<i>La Casa de Las Madres</i>	\$96,000
<i>San Francisco Police Department</i>	\$27,000
 Subtotal	 \$188,000

APA Family Support Services

1. Staffing	\$45,000 (Salaries)
	\$13,500 (Fringe Benefits)

The Program 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. Estimated 3.65 hours per week (0.09 FTE).

The Program Manager, under the Program Director's supervision, will be responsible for implementation of the grant as outlined in the grant and Memorandum of Understanding between the partners, including conducting targeted outreach as well as technical assistance, and support for domestic violence survivors. Estimated 5.5 hours/ week (0.14 FTE).

Personnel Details:

- Program Director (3.65 hours per week in Years 1, 2, and 3): \$20,002.79
 - Hourly rate: \$35.10 per hour.
- Program Manager (5.5 hours per week in Years 1, 2, and 3): \$24,997.21
 - Hourly rate: \$29.81 per hour.
- Fringe Benefits (30% of Salaries): \$13,500.
 - FICA: 7.2%
 - Unemployment SUI: 1.4%
 - Worker's Compensation: 1%
 - Medical Insurance: 12.6%
 - 401K: 2%
 - Vacation: 5.8%

2. Indirect Costs	\$6,500.
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APA Family Support Services is electing to use the 10% de minimus rate. APA Family Support Services has not negotiated an indirect cost rate agreement before.

<i>APA Family Support Services Total</i>	<i>\$65,000</i>
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FY 2018 OVW Grants to Encourage Arrest Policies & Enforcement of Protection Orders

La Casa de las Madres

1. Staffing

\$73,473. (Salaries)
\$12,927. (Fringe Benefits)

The Community Programs Manager 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. Estimated 2.5 hours per week (0.06 FTE).

La Casa's domestic violence advocate, under the Community Program's Manager supervision, will be responsible for implementation of the grant as outlined in the grant and Memorandum of Understanding between the partners, including offering domestic violence counseling and case management to identified and referred survivors as well as technical assistance, programmatic support, and training related to best practices, protections, and support for domestic violence survivors. Estimated 16 hours per week (0.4 FTE)

Personnel Details:

- Community Programs Manager (2.5 hours per week in Years 1, 2 and 3): \$13,755.
 - Hourly rate: \$36 per hour.
- Domestic Violence Advocate/CM (16 hours per week in Years 1, 2 and 3): \$59,718.
 - Hourly rate: \$23.41 per hour.
- Fringe Benefits (17.59% of Salaries): \$12,927.
 - FICA TAX: 6.20%
 - FICA MEDI: 1.45%
 - LTD: 2.00%
 - Worker's Compensation: 8.00%
 - Health Services: 10.08%

2. Indirect Costs

\$9,600.

La Casa de las Madres is electing to use the 10% de minimus rate. La Casa de las Madres has not negotiated an indirect cost rate agreement before.

La Casa de las Madres Total

\$96,000

FY 2018 OVW Grants to Encourage Arrest Policies & Enforcement of Protection Orders

San Francisco Police Department (SFPD)

1. Staffing

San Francisco Police Department will receive \$27,000 over the 36-month period to fund any necessary overtime to execute all items outlined below. Unit member classifications may include officers, sergeants, or lieutenants. Overtime rate for members working overtime on grant activities will range from \$69.87/hour to \$134.24/hour, depending upon member job classification, step rate, and applicable premium pay. Hourly rate includes retiree health (1%), Medicare (1.45%), and unemployment insurance (0.25%) in fringe benefits costs. The average hourly overtime rate for this project is estimated to be \$100/hour.

This funding will allow SFPD staff to: screen all domestic violence victims responded to in the Bayview District for high risk and offer a connection to a hotline advocate; participate in quarterly Project Team meetings and quarterly Law Enforcement High Risk Team meetings; monitor and report on relevant police incident data to improve identification and protection of domestic violence victims at highest risk of lethality; pilot a smart phone application to administer the domestic violence high risk screening tool.

Responsibilities of SFPD staff include:

- SFPD will attend all quarterly Project Team meetings, quarterly Law Enforcement High Risk Team meetings and Domestic Violence Death Review Team meetings.
- SFPD will partner with DA, DOSW, and La Casa to arrange domestic violence high lethality trainings for Bayview District Station officers.
- SFPD will continue to work with DA and DOSW to optimize the use of a web-based danger assessment smart phone application that all law enforcement can access from the field to assist in identifying victims who are at high risk of lethality in relationships.
- SFPD will work with DA and DOSW to track relevant police incident data and other criminal justice data to identify cases with victims at high risk of lethality.
- SFPD will collect data required for grant reporting.

Personnel Details:

Year 1: \$9,000 (90 hours of overtime)
Year 2: \$9,000 (90 hours of overtime)
Year 3: \$9,000 (90 hours of overtime)

San Francisco Police Department Total

\$27,000

Consultants/Contracts/Subawards Total

\$188,000

FY 2018 OVW Grants to Encourage Arrest Policies & Enforcement of Protection Orders

H. Other Costs (no change)

There are no Other Costs budgeted.

I. Indirect Costs (no change)

There are no indirect costs budgeted.

Purpose of Application

1. Description of the communities to be served:

Our proposed project will serve the City and County of San Francisco, the only city-county dual jurisdiction in California. The City covers roughly 47 square miles and is home to approximately 870,887 people. San Francisco's residents are 34% Asian Pacific Islander (API), 15% Hispanic or Latino, and 5% African American. Approximately 45% of residents speak a language other than English at home, 26% of residents speak an API language and more than 58% of these residents report speaking English less than very well. The target population for this proposal is victims who are at high risk of lethality in intimate relationships in San Francisco.

Our project includes additional emphasis on the Bayview District. Located in the southeast sector of San Francisco, this community has experienced a history of marginalization since the 1960s. Bayview-Hunters Point remains one of the most economically disadvantaged areas of San Francisco and has the highest concentration of public and subsidized rental housing units in San Francisco. Over 22% of residents in the Bayview District live below the federal poverty level, compared with 13% citywide. Over 36% of Bayview residents are API, 29% of residents are African American, and 22% are Hispanic/Latino. The rate of domestic violence in the Bayview is over 1.7 times the rate citywide and few domestic violence service providers are located within the District's boundaries. Our proposal seeks to improve services to marginalized and underserved residents who are experiencing intimate partner violence. This proposal expands the Bayview Domestic Violence High Risk Project's current efforts to include additional outreach to the API community.

2. Detailed description of the need for the project:

Over the last 15 years, San Francisco has devoted substantial resources across criminal justice and social service systems to improve the response to domestic violence. Department on

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

the Status of Women (DOSW) funding for community-based anti-violence against women services has increased considerably over the past decade. While individual Departments have made significant achievements, opportunities remain for multidisciplinary work on culturally-competent first response, lethality assessment, prosecution, victim services, data sharing, and in-depth review of domestic violence-related deaths. The *FY 2016 Report on Family Violence in San Francisco* reported 3,240 domestic violence cases responded to by the Police Department, and 21,211 domestic violence clients served by community-based organizations in FY 2016. San Francisco recognizes that any domestic violence-related call has the potential to become lethal.

After over a decade of investment in domestic violence prevention and intervention, San Francisco went 44 months, from 2010 through 2013, without a domestic violence-related death. However, between 2014 through 2017 there have been 11 domestic violence homicides in San Francisco. These incidents signal the need to convene a Domestic Violence Death Review Team to help identify gaps, trends, and areas for intervention. Thoughtful review is essential for community prevention and intervention initiatives to meet the goals of violence reduction and to prevent future deaths.

San Francisco's existing Bayview Domestic Violence High Risk Program has experienced initial success in identifying victims at high risk of death or serious injury, connecting them to services, and following up with the most at-risk cases. Of the victims who screened in as high risk of lethality, 74% chose to speak to a hotline domestic violence advocate and were connected on scene. A summary of positive outcomes is covered in Question 8.

The program has also revealed gaps in serving the Bayview Community. API victims of domestic violence are calling the police at disproportionately low rates. The API community comprises 37% of the Bayview District, yet only about 8% of the domestic violence cases

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

reported to police in the District. However, 39% of individuals served by anti-domestic violence organizations funded by DOSW in FY16-17 were API, when ethnicity of client was known. We want to ensure that the Bayview Domestic Violence High Risk Program is accessible to survivors of domestic violence, regardless of race/ethnicity, and that API victims of domestic violence are accessing all possible avenues of relief.

3. Service area in which the project will be implemented:

San Francisco with additional emphasis on Bayview District. See attached service map.

4. Description of the target population of the proposed project:

The target population for this proposal is underserved victims who are at high risk of lethality in intimate relationships in San Francisco, with an additional emphasis on the underserved community in the Bayview. We propose expanding the Bayview DV High Risk Program to conduct additional outreach to the API population in the Bayview. According to the API Institute on Gender-Based Violence, family violence is overwhelmingly perceived as a personal problem in the API community and help-seeking attitudes are influenced by socio-cultural norms. San Francisco is home to a significant monolingual, low-income API population that is typically isolated linguistically, physically, and socially from the larger community.

Importantly, the API community is not monolithic. There are many cultural and linguistic subgroups. Understanding the linguistic needs and diversity of residents throughout the city, we can communicate more effectively with the populations we serve. Immigrant status combined with the stressors such as cultural and language differences, prejudice and discrimination, family disruption, social isolation, and residential segregation are barriers to accessing needed services. Beyond traditional immigrant challenges, such as cultural and language barriers, API residents are at an increased risk of domestic violence because refugee immigrants (especially Lao,

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

Cambodian, Vietnamese, Burmese, Mongolian) have experienced war, prosecution, torture, famine, and violent displacement, factors that inhibit individuals from seeking support outside of the family and community. API languages spoken by limited English proficient residents of San Francisco include: Chinese, Filipino, Vietnamese, Korean, Burmese, among others.

5. Detailed description of the problem to be addressed:

The impacts of Bayview's high rate of family violence is pervasive, persistent, and only beginning to be fully understood. The adverse health impacts of domestic violence vary and may be physical or psychological, short or long term. Our proposal seeks to increase domestic violence safety planning and service connections for domestic violence survivors by strengthening our existing Bayview Domestic Violence High Risk Program. This proposal seeks to ensure that potential victims of domestic violence know all the services available to them, whether they decide to call 911 or a domestic violence hotline. Another area for improvement is the lack of systems-level investigation into domestic-violence related deaths in San Francisco. San Francisco has an active Family Violence Council that addresses systems response to domestic violence, but has not had staffing for a dedicated Death Review Team. The development of a Domestic Violence Death Review Team is a recurring recommendation from the Family Violence Council. The establishment of a Domestic Violence Death Review Team would create a formal process for agencies to review cases to identify possible learnings and develop recommendations for prevention and intervention initiatives.

6. Current services offered in the service area as it relates to the target population:

There are 27 organizations providing violence against women services in San Francisco. While these agencies serve clients from any district in the city, there are very few agencies located in the Bayview District. APA Family Support Services has an office in the Bayview with

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

multilingual staff providing clients a safe and welcoming place outside of their home. APA services are described in more detail below. La Casa de las Madres has an advocate co-located at the Bayview YMCA, through our current grant, providing on-site services to survivors.

Additionally, La Casa serves many residents from the Bayview Hunter's Point neighborhood at their Community Drop in Center and Emergency Shelter. In the first 6 months of FY 17-18 one third of La Casa's shelter residents were from the Bayview neighborhood.

7. Current gaps and barriers to providing services to the target population:

There are few agencies dedicated to domestic violence survivors that provide services within the Bayview. Limited resources of community-based organizations is a barrier to providing services. Additional factors that might contribute to a victim's unwillingness to seek help include but are not limited to: cultural attitudes towards marriage and domestic violence, immigration status and fear of law enforcement, limited English capacity, lack of financial literacy, and fear of leaving an existing living situation due to the housing crisis in the Bay Area.

8. Impact of current or prior efforts to prevent and reduce domestic violence and /or stalking:

The Office of Violence Against Women fiscal years 2009 and 2012 Grants to Encourage Arrest Policies Program awards and the 2015 Improving Criminal Justice Responses Program award set the foundation for the activities proposed in this application. This continuation application builds upon the work of the Limited English Proficient and High Lethality subunit in the San Francisco District Attorney's Domestic Violence Unit as well as the Bayview Domestic Violence High Risk Program. Accomplishments from these awards include: the development of policies for ensuring victims receive services in their own language, training for community based organizations on navigating the criminal justice system, training for community based organizations and criminal justice agencies on danger assessment, reorganization of the San

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

Francisco District Attorney's Office Domestic Violence Unit, providing domestic violence survivors financial literacy workshops, and developing and maintaining centralized prosecution.

Additionally, under our current ICJR grant funding we: developed a Unit Order at the Bayview Station to implement the use of a lethality assessment tool; developed a curriculum and trained 130 first responders on responding to high lethality domestic violence cases; launched the Lethality Assessment Program in Bayview District in June of 2017; and, increased safety-planning and shelter referrals for survivors of domestic violence who call the police. During the first 6 months of our pilot, Bayview police administered 230 domestic violence lethality assessment screens and 53% of victims (119) screened in as high risk for lethality. Of these victims, 74% chose to speak to a hotline domestic violence advocate and 35% accessed emergency shelter through this connection.

9. How the proposed project complements the state's STOP VAWA Implementation Plan:

California currently uses its STOP Violence Against Women Formula Grant to fund several priorities that complement the proposed project, such as the Violence Against Women Vertical Prosecution Program. The Office of Emergency Services has identified four mandatory objectives for projects funded under the Vertical Prosecution Program: increase prosecution and conviction rates of violent crimes against women; achieve vertical prosecution standards; reduce specialized caseloads; and minimize trauma to victims of specified crimes as measured in advocate employee direct services or referrals to local victim service agencies.

Our proposal achieves each of these objectives. By improving the SFDA's ability to work with high-risk domestic violence victims, we will increase prosecution and conviction rates. The project will enhance the ability of the SFDA's victim services division to support high-risk domestic violence victims. The Police Department will strengthen referrals to local victim

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

service agencies through the Lethality Assessment Program. Our proposal also aligns with the top service priorities identified in the California 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.

10. Other grant funding opportunities for FY 2018 the applicant has applied for:

San Francisco has not applied for complementary grants at this time. We are exploring collaboration with a research team for an evaluation grant of this project to the National Institute of Justice, if funded. In December 2017, La Casa submitted a proposal for the OVW Fiscal Year 2018 Justice for Families Program in partnership with Rally Family Visitation Services and the San Francisco Family Court. This collaboration will address three issue areas: 1) providing supervised visitation and safe exchange services to children and youth between parents in situations involving domestic violence, dating violence, sexual assault and stalking, 2) providing office space to co-locate victim services at the court, and 3) providing civil legal assistance and advocacy services at various locations in the community. If awarded, the proposed program, “San Francisco Family Services Collaboration” will greatly complement the work done through this proposal and directly benefit participants that access domestic violence support services via the Bayview Domestic Violence High Risk Program.

11. Describe the community to be served and how this project will address their needs:

As identified in greater detail in Question 4 above, our proposal will address the needs of underserved victims who are at high risk of lethality in intimate relationships in San Francisco by

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

providing multilingual, culturally sensitive supportive services, safety planning, and priority emergency shelter for victims who screen in as high risk of lethality.

What Will Be Done

1. Goals and objectives of the proposed project:

The goals of our proposal derive from recommendations of the *Final Evaluation of the Justice and Courage Oversight Panel*, the Family Violence Council, and learnings from our 2015 ICJR grant: 1) Improve outreach strategies to reflect the diversity of domestic violence survivors and increase connections to all available services; 2) Reduce domestic violence related deaths; and 3) Institutionalize shared data systems to better track high lethality domestic violence cases. These goals will be met through the following objectives: 1) Strengthen our Lethality Assessment Program in San Francisco's Bayview District; 2) Develop policies and integrate applications and data analysis systems to improve our Law Enforcement High Risk Team's ability to track and coordinate cases involving domestic violence; 3) Maintain centralized prosecution and victim support services; and 4) Establish Domestic Violence Death Review Team.

2. Specific tasks and activities necessary to accomplish the goals and objectives:

1) Strengthen our Lethality Assessment Pilot Program in San Francisco's Bayview District. Our pilot has experienced initial success in better identifying victims at high risk of death or serious injury, connecting them to services, and following up with the most at-risk cases. A gap the program exposed is that API victims of domestic violence are accessing the police at disproportionately low rates. In order to sustain the success of this pilot and further develop the scope of the Lethality Assessment Program, we propose to: (a) Train 150-200 officers on screening for high lethality domestic violence; (b) Conduct focus groups with officers

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

to discern ways in which the program might be improved; (c) Administer the lethality assessment tool for every police response to an incident of domestic violence in Bayview District; (d) Connect victims who screen as high-risk to a domestic violence hotline advocate at La Casa de las Madres and offer these victims priority emergency shelter services; (e) Partner with APA to conduct targeted, multilingual, culturally sensitive outreach and education to potential victims about all of their options in domestic violence cases. Outreach strategies include: presentations at community events, social gatherings, and meetings; presentations to community service providers; educational outreach through APA's multilingual API family Stress-line; flyering at APA's different sites; and, utilizing APA services including home visitation, parenting classes and family engagement workshops. APA will also partner with schools, clinics, other CBOs, churches, temples, and ethnic businesses (i.e. grocery stores, nail and salon shops); (f) Measure the volume of hotline calls and shelter visits generated through this program to determine if additional resources are needed for our community based organizations, before deploying this program city-wide; and (g) Provide community based domestic violence victim services.

2) *Develop policies and integrate applications and data analysis systems to improve our Law Enforcement High Risk Team's ability to track and coordinate domestic violence cases.* The FY 2015 ICJR award provided us with resources to develop a Lethality Assessment smartphone application for first responders (*please note: this activity is currently in progress*). This smartphone application will allow us to track lethality assessment responses, pair this data with other criminal justice data, and send email alerts to notify key law enforcement contacts of safety concerns. There are a number of implementation needs associated with this grant deliverable; therefore, we propose to: (a) Strategize deployment and test officer usability of this Lethality Assessment smartphone application; (b) Implement the use of analytical tools to streamline data

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

sharing and create visualizations such as dashboards to display high lethality case trends, while honoring statutory obligations; and (c) Convene quarterly Law Enforcement High Risk Team meetings (involving Police Department, District Attorney's Office, and Adult Probation Department), to review domestic violence cases identified as most at risk to assess for trends in response and prosecution and identify gaps in service.

3) *Maintain centralized prosecution and victim support services.* A specialized subunit of the District Attorney's Domestic Violence Unit will prosecute perpetrators in cases where the victim is at high risk for lethality or Limited English Proficient (LEP). This Unit will (a) Serve as a liaison for identifying victims at high risk of lethality, (b) Inform the police department about victim safety concerns, and (c) Develop specialized advocates to address urgent victim needs. Expanded services for these victims include extensive safety planning, frequent contacts, enhanced collaboration with service providers and access to resources for immediate needs.

4) *Develop and Implement Domestic Violence Death Review Team.* We propose to develop a Domestic Violence Death Review Team to enhance best practices for responding to crimes of domestic violence per California Penal Code § 11163.3. The Domestic Violence Death Review Team will: (a) Research Domestic Violence Death Review Teams in California and other states; (b) Solicit input from anti-domestic violence organizations and other stakeholders to determine the best model for San Francisco; (c) Create a comprehensive interagency Domestic Violence Death Review memorandum of understanding with clear roles and responsibilities; (d) Develop a protocol for Death Review Team Meetings; (e) Conduct quarterly Death Review Team meetings to review domestic violence deaths; and, (f) Submit an annual report to the San Francisco Family Violence Council, including statistics, fact patterns, summary data, and

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

recommendations for policies and protocols for community prevention and intervention initiatives to reduce and eradicate the incidence of domestic violence.

3. Expected outcomes of the proposed project:

Our expected outcomes for this project are as follows: (a) Train approximately 50-100 officers per year on high lethality domestic violence; (b) SFPD Bayview officers will administer the domestic violence lethality assessment tool for all incidents of domestic violence and connect victims who screen in to a hotline advocate. Through this connection, more domestic violence survivors will engage in safety planning and access emergency shelter; (c) Implementation of the Lethality Assessment smartphone application; (d) Successful completion of community and in-home outreach activities to potential victims of domestic violence; and (e) Establishment of an interagency Domestic Violence Death Review Team to recommend intervention and prevention initiatives to reduce domestic violence related deaths.

4. Timeline for the proposed project:

Months 1-6

- Complete City & County of San Francisco grant acceptance and expenditure procedure.
- La Casa and APA hire or reassign staff to the project and conduct cross agency orientation.
- SFPD Bayview District officers administer the lethality assessment tool for every incident of domestic violence (to continue through month 36).
- DA Victim Advocate and community based partners provide domestic violence victim services (to continue through month 36).
- DA's High Lethality DV Subunit maintains a specific caseload of domestic and dating violence cases (to continue through month 36).
- Conduct focus groups with officers on usability of Lethality Assessment application.

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

- Train 50-100 officers on high lethality domestic violence.
- Work with APA Family Support Services to design a targeted outreach strategy.
- Research and develop Death Review Team protocol, MOU, and confidentiality agreement.
- Hold quarterly Project Implementation Team meeting and High Risk Team meetings.

Months 7-12

- District Attorney's office will implement the use of data analytics tool to create dashboards to connect high lethality cases with other criminal justice data to assess trends.
- Finalize outreach strategy. APA begins to implement outreach activities.
- Finalize Death Review Team MOU with partner legal departments.
- Conduct focus group with officers to solicit feedback on Lethality Assessment Program.
- Hold quarterly Project Implementation and High Risk Team meetings.

Months 13-18

- APA Family Support Services will continue to implement outreach strategy.
- Train 50-100 officers on high lethality domestic violence.
- Hold quarterly Project Implementation, High Risk Team, and Death Review Team meetings.

Months 19-24

- APA Family Support Services will continue to implement outreach strategy.
- Hold quarterly Project Implementation, High Risk Team, and Death Review Team meetings.

Months 25-30

- APA Family Support Services will continue to implement outreach strategy.
- Train 50-100 officers on high lethality domestic violence.
- Hold quarterly Project Implementation, High Risk Team, and Death Review Team meetings.
- Submit an annual Death Review Team report to the San Francisco Family Violence Council.

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

Months 31-36

- Hold quarterly Project Implementation, High Risk Team, and Death Review Team meetings.
- Submit an annual Death Review Team report to the San Francisco Family Violence Council.

5. How funding will address the identified needs and enhance any existing projects:

Funding will enhance the City's ability to increase safety planning and service connections for domestic violence survivors by strengthening our existing Lethality Assessment Program and Law Enforcement High Risk Team. Funding would support targeted outreach to potential victims of domestic violence, with additional emphasis on API residents, so that victims are aware of all the services available to them, whether they decide to call 911 or a domestic violence hotline. This project would help direct at-risk victims of domestic violence to seek resources, counseling, and support through APA's multilingual crisis and stress hotline. Connection to APA Family Support Services will increase the number of API immigrant and monolingual victims connected to support group and case management services. Funding will also enable San Francisco to establish a Domestic Violence Death Review Team.

6. Tangible products that will be created and how these could assist other jurisdictions:

The proposed project will yield the following tangible products, all of which will be made available to law enforcement, prosecutors and community-based service providers in San Francisco and other jurisdictions: (1) Curriculum on "High Lethality Domestic Violence Training for First Responders," (2) Domestic Violence Death Review Team MOU, (3) Domestic Violence Death Review Team Annual Report, (4) Community-based, culturally sensitive outreach strategy on domestic violence for the API community, and (5) Implementation strategy for use of our Lethality Assessment smartphone application.

7. Describe how the applicant is currently addressing victim safety and autonomy:

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

Our current FY2015 ICJR award is being implemented in a manner that prioritizes victim safety and autonomy. The Bayview DV High Risk Program's High Lethality Curriculum for first responders included training around how to administer the lethality assessment tool in a victim-centered manner and the importance of victim autonomy throughout this process. For example, victims are not forced to answer the assessment tool, and when victims screen in as high risk of lethality, they are not required to speak with a hotline advocate. The design of this program emphasizes the importance of victim-led safety planning. The Department on the Status of Women also staffs the San Francisco Family Violence Council which is constantly looking to improve safety and autonomy of domestic violence survivors. One such example is the Health Care Provider Reporting of Domestic Violence to Law Enforcement workgroup. This group created a policy and form for medical providers to comply with reporting laws while respecting survivor's autonomy to the greatest extent possible.

La Casa provides 24-hour hotline advocacy and direct services to all survivors identified as high risk through the Bayview DV High Risk Program. La Casa is focused on maximizing safety and facilitating environments where survivors can regain and retain a sense of autonomy. La Casa offers free, confidential, culturally inclusive, and multilingual domestic violence services, including trauma-informed counseling, advocacy, strengths-based case management, family-based interventions, referrals, and shelter.

8. Describe how the proposed project will be accessible to individuals with disabilities, individuals who are Deaf or hard of hearing, and persons with limited English proficiency:

Every program, service, benefit, activity and facility operated or funded by the City and County of San Francisco is fully accessible to, and useable by, people with disabilities, individuals who are Deaf or hard of hearing, and persons with Limited English Proficiency. The

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

Mayor's Office on Disability is responsible for overseeing the implementation and local enforcement of the City and County of San Francisco's obligations under the Americans with Disabilities Act (ADA) as well as other federal, state and local access codes and disability rights laws. In 2001 San Francisco enacted the Equal Access to Services Ordinance to ensure the same level of service to Limited English Proficient (LEP) persons as available to all city residents.

Who Will Implement the Project

1. Key individuals and organizations involved in the proposed project:

(1) San Francisco Department on the Status of Women; (2) San Francisco District Attorney's Office; (3) San Francisco Police Department; (4) La Casa de las Madres; and, (5) APA Family Support Services.

2. Capacity of individuals and organizations to address the stated need, including the expertise necessary to appropriately serve any marginalized and/or underserved populations:

The attached Memorandum of Understanding provides detail on the history of effective work completed by our community-based partners to provide services to victims of domestic violence. All the collaborative organizations provide services that promote the dignity and self-sufficiency of victims improve their access to resources and create options for victims seeking safety. These organizations do not engage in or promote activities that compromise victim safety.

The primary mission of La Casa de las Madres is to provide resources to domestic violence victims. Our project will benefit from La Casa's 40 years of experience and enhance existing services to victims of domestic violence, as well as APA's expertise as a population-specific organization serving API survivors of domestic violence. In working with Asian cultures where domestic violence is generally considered a private, family matter, APA pioneered outreach to new mothers in their native languages to address health concerns, including intimate partner violence. APA provides culturally competent services through education, community

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

building and leadership development. APA's bilingual and bicultural family visitors provide weekly home visits to ensure that families have access to health resources, parenting education, child development information, and emotional support. They help families navigate complex social service systems by providing translation, education, and referrals. In addition to home visits, APA provides opportunity for socialization, peer support, self-sufficiency development through support groups and workshops.

La Casa is skilled at providing domestic violence-specific support services to a client base that reflects the full diversity of the Bay Area. In a typical year, the domestic violence survivors who find refuge in La Casa's shelter are 35% Latino, 32% African American, 12% Bi/Multi-Ethnic, 13% Caucasian, 5% Asian/Pacific Islander, 1% Native American and 2% other/unknown. Among children, 12% are under the age of 12, 7% are between 12 and 15 years old, 22% are 16-24 years old, 38% are 25-44 years old, and 18% are 45-64 and 3% are over the age of 65. The most commonly spoken languages are English, Spanish, Cantonese, and Russian, and 39% of residents are limited-English proficient. Among La Casa residents, 41% are immigrants, 4% self-identify as lesbian, bisexual or transgender, 28% self-identify as possessing one or more mental or physical disabilities, and 98% are extremely low income according to the HUD income limits for the State of California. La Casa's staff brings together a breadth of experience working with diverse populations and can provide expert response to survivors fleeing unsafe situations, including housing and legal options.

3. Provide detailed information about the experience and expertise of the organizations and key personnel who will be directly involved with the proposed project:

See attached Memorandum of Understanding, resumes, and position descriptions.

4. Clearly demonstrate that the partnerships required by the solicitation have been met:

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

As an applicant that is a unit of local government, we have entered a formal collaboration with two nonprofit, nongovernmental victim service providers serving victims domestic violence (please see attached MOU). La Casa de las Madres and APA Family Support Services will be involved in the development and implementation of the project. Our proposal also includes funding for a Victim Advocate and Prosecutor at the San Francisco DA's office.

5. Agencies responsible for implementing the project:

The following agencies are responsible for implementing the project: (1) San Francisco Department on the Status of Women; (2) San Francisco District Attorney's Office; (3) San Francisco Police Department; (4) La Casa de las Madres; and, (5) APA Family Support Services.

6. Roles and responsibilities of each organization and key personnel:

Project partner's roles and responsibilities are detailed in the accompanying Memorandum of Understanding and are summarized below. The resumes for key personnel and position descriptions for the proposed project are included with this application.

Department on the Status of Women Role: To monitor, report, and coordinate grant activities; to participate in officer trainings, at quarterly Project Implementation Team meetings and quarterly Death Review Team meetings; to support data analysis of high lethality cases; to develop policies and protocols that enhance the City's coordinated response to domestic violence. Responsibilities: (a) DOSW will fund a 0.5 FTE Project Coordinator to staff quarterly Project Team meetings and quarterly Death Review Team meetings; (b) DOSW will work with DA and SFPD to coordinate data analysis and tracking of relevant criminal justice data; (c) DOSW will collaborate with Project Team to develop and enhance victim-centered policies; and (d) DOSW will monitor grant activities and provide fiscal and programmatic reports to the Office on Violence Against Women. Resources: In-kind contributions include the following: (a)

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

Office and meeting space; (b) Project staff—Director of Women’s Policy, Fiscal & Policy Analyst.

District Attorney’s Office Role: To prosecute perpetrators of domestic violence and provide victims with support throughout the court process and access to victim compensation; to develop protocols to improve the criminal justice system’s identification and protection of victims who are at high risk of lethality in relationships. Responsibilities: (a) The Victim Advocate, Director of Policy, and Chief of Victim Services will attend quarterly Project Team Meetings to monitor grant implementation activities; (b) DA will staff quarterly Law Enforcement High Risk Team meetings; (c) DA will fund a 0.5 FTE Prosecutor in Years 1 & 2 to be staffed by an experienced attorney who will carry a full caseload of domestic violence cases in which the victim has been identified to be at high risk of lethality. Contingent upon continued funding from the City general fund, SFDA will be able to fund a 1.0 FTE for Year 3 of the grant period; (d) DA will fund a 0.5 FTE Victim Advocate position in Years 1 & 2 who will work with the DV prosecutor to provide services to the victims on her caseload, including (i) supporting victims throughout the court process, (ii) connecting victims to community-based service providers, and (iii) assisting victims access state victim funding. Contingent upon continued funding from the City general fund, SFDA will be able to fund a 1.0 FTE for Year 3 of the grant period; (e) DA will collaborate with the Project Team to develop and enhance existing protocols; (f) DA will work with DOSW and SFPD to track criminal justice data; (g) DA DV Managing Attorney will facilitate quarterly Domestic Violence Death Review Team meetings (Year 2 & 3); (h) DA will collect data required for grant reporting. Resources: In-kind contributions include: (a) Office and meeting space; (b) Project staff – Managing Attorney of DV Unit, Chief of Victim

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

Services, DV Prosecutor (Year 1 & 2- 0.5 FTE and Year 3-1.0 FTE), Victim Advocate (Year 1 & 2- 0.5 FTE and Year 3- 1.0 FTE), Director of Policy; and (c) Materials and supplies.

San Francisco Police Department (SFPD) Role: To administer domestic violence lethality screen in the Bayview district; to participate in quarterly Project Team meetings and quarterly Law Enforcement High Risk Team meetings; to monitor and report on relevant police incident data to improve identification and protection of domestic violence victims at highest risk of lethality. Responsibilities: (a) SFPD will attend all quarterly Project Team meetings and quarterly Law Enforcement High Risk Team meetings; (b) SFPD Bayview officers will administer the lethality screen to domestic violence victims; (c) SFPD will work with DA and DOSW to optimize the use of a lethality assessment smart phone application that all law enforcement can access from the field to assist in identifying victims who are at high risk of lethality in relationships; (d) SFPD will work with DA and DOSW to track relevant criminal justice data; and (e) SFPD will collect data required for grant reporting. Resources: In-kind contributions include the following: Police Department personnel.

La Casa de las Madres (La Casa) Role: To participate in quarterly Project Team meetings and quarterly Domestic Violence Death Review Team meetings; to provide domestic violence training to first responders at Bayview Station; and, to answer calls from Bayview Station officers who have triggered the referral protocol while administering a lethality assessment tool while responding to a domestic violence incident. Responsibilities: (a) La Casa will attend all quarterly Project Team meetings and quarterly Domestic Violence Death Review Team meetings; (b) La Casa's domestic violence advocates will respond to all calls from Bayview station officers initiate referral protocol as part of the response to a domestic violence incident. Domestic violence advocates will assist domestic violence victims with safety planning

**FY 2018 OVW ICJR Program
San Francisco Proposal – Project Narrative**

and/or referral to emergency shelter services, and provide direct services at La Casa; (c) La Casa staff will work with Project Team to improve the Lethality Assessment Program and develop the Death Review Team protocol; (d) La Casa will fund a part-time Case Manager who may be co-located in the Bayview District to offer domestic violence counseling and case management to identified and referred survivors; and (e) La Casa staff will collect data required for grant reporting as well as data on the volume of hotline calls and/or emergency shelter nights generated through the Lethality Assessment Program. Resources: In-kind contributions include: (a) Support of program staff, (b) Existing services of La Casa de las Madres.

APA Family Support Services (APA) Role: To actively participate in quarterly Project Team meetings; to provide in-kind direct services at APA that support domestic violence survivors considered to be high risk of lethality; to assist partners with the development of an outreach strategy to API residents of Bayview who might be potential victims of domestic violence; to implement this outreach strategy through community events and through APA's Home Visitation program. Responsibilities: (a) APA's Program Director or his/her designee will attend all quarterly Project Team meetings; (b) APA staff will provide technical assistance as needed to grant partners around serving API, immigrant, and limited English proficient domestic violence survivors.; (c) APA staff will collaboratively develop a multilingual, culturally sensitive outreach strategy to reach underserved and/or marginalized victims of domestic violence.

Messaging will include information about all the options available to survivors, including but not limited to, law enforcement, civil protection orders and other legal assistance, crisis intervention services, immigration relief, and family support services; and (d) APA staff will collect data required for grant reporting. Resources: In-kind contributions include the following: (a) Support of program staff (b) Existing services of APA.



U.S. Department of Justice
Office on Violence Against Women

August 30, 2018

Washington, D.C. 20531

Dr. Emily M. Murase
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4603

Dear Dr. Murase:


On behalf of Attorney General Jefferson Sessions III, it is my pleasure to inform you that the Office on Violence Against Women has approved your application for funding under the Improving Criminal Justice Responses Program in the amount of \$750,000 for City and County of San Francisco. This program is designed to encourage partnerships between state, local, and tribal governments, courts, victim service providers, coalitions, and rape crisis centers to ensure that sexual assault, domestic violence, dating violence, and stalking are treated as serious violations of criminal law.

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 Brenda Auterman at (202) 616-3851. 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,


Katharine T. Sullivan
Acting Director

Enclosures



OFFICE FOR CIVIL RIGHTS

Office of Justice Programs
U.S. Department of Justice
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Washington, DC 20531

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OCR Letter to All Recipients

August 30, 2018

Dr. Emily M. Murase
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4603

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 (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at <https://ojp.gov/about/ocr/vawafaqs.htm>.

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 prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the 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 opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ 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). See U.S. Department of Justice, *Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website <https://www.lep.gov>.

Ensuring Equal Treatment of Faith-Based Organizations and Safeguarding Constitutional Protections Related to Religion

The DOJ regulation, *Partnerships with Faith-Based and Other Neighborhood Organizations*, 28 C.F.R. pt. 38, updated in April 2016, prohibits all recipient organizations, whether they are law enforcement agencies, governmental agencies, educational institutions, houses of worship, or faith-based organizations, from using financial assistance from the DOJ to fund explicitly religious activities. Explicitly religious activities include worship, religious instruction, or proselytization. While funded organizations may engage in non-funded explicitly religious activities (e.g., prayer), they must hold them separately from the activities funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice. Funded faith-based organizations must also provide written notice to beneficiaries, advising them that if they should object to the religious character of the funded faith based organization, the funded faith-based organization will take reasonable steps to refer the beneficiary to an alternative service provider. For more information on the regulation, please see the OCR's website at <https://ojp.gov/about/ocr/partnerships.htm>.

SAAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 34 U.S.C. § 10228(c); the Victims of Crime Act of 1984, as amended, 34 U.S.C. § 20110(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 34 U.S.C. § 11182(b); and VAWA, as amended, 34 U.S.C. § 12291(b)(13), contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See *Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013)*, available at https://ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).

Meeting the EEOP Requirement

An EEOP is a comprehensive document that analyzes a recipient's relevant labor market data, as well as the recipient's employment practices, to identify possible barriers to the participation of women and minorities in all levels of a recipient's workforce. As a recipient of DOJ funding, you may be required to submit an EEOP Certification Report or an EEOP Utilization Report to the OCR. For more information on whether your organization is subject to the EEOP requirements, see <https://ojp.gov/about/ocr/eeop.htm>. Additionally, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 616-1771 or by e-mail at EEOPforms@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

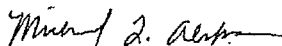
If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAAAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAAAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see <https://ojp.gov/funding/Explore/StateMethodsAdmin-FY2017update.htm>.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



U.S. 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 94102-4603

4. AWARD NUMBER: 2015-WE-AX-0002

5. PROJECT PERIOD: FROM 10/01/2015 TO 09/30/2021
BUDGET PERIOD: FROM 10/01/2015 TO 09/30/2021

6. AWARD DATE 08/30/2018 7. ACTION

2a. GRANTEE IRS/VENDOR NO.

946000479

8. SUPPLEMENT NUMBER Supplemental
01

2b. GRANTEE DUNS NO.

070384255

9. PREVIOUS AWARD AMOUNT \$ 750,000

3. PROJECT TITLE

City and County of San Francisco's Domestic Violence High Risk
Program (Lethality Assessment Program and Domestic Violence Death
Review Team)

10. AMOUNT OF THIS AWARD \$ 750,000

11. TOTAL AWARD \$ 1,500,000

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 34 U.S.C. §§ 10461 – 10465 (OVW- Improving Criminal Justice Responses Program, also known as Arrest Program)

14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)

16.590 - Improving Criminal Justice Responses Grant Program also known as the Arrest Program

15. METHOD OF PAYMENT

GPRS

AGENCY APPROVAL

GRANTEE ACCEPTANCE

16. TYPED NAME AND TITLE OF APPROVING OFFICIAL

Katharine T. Sullivan
Acting Director

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL

Emily M. Murase
Director

17. SIGNATURE OF APPROVING OFFICIAL

19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

19A. DATE

9/10/18

AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	OPC.	DIV. REG.	SUB.	POMS	AMOUNT
X	A	W4	29	00	00		750000

21. W418D00004



U.S. Department of Justice
Office on Violence Against Women

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 12

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office on Violence Against Women ("OVW") taking appropriate action with respect to the recipient and the award. Among other things, OVW may withhold award funds, disallow costs, or suspend or terminate the award. OVW also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide

The recipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The recipient also agrees that all financial records pertinent to this award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.333, 200.336.

3. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



**AWARD CONTINUATION
SHEET**
Grant

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

4. Requirements related to System for Award Management and unique entity identifiers

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Requirements related to System for Award Management (SAM) and unique entity identifiers), and are incorporated by reference here.

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

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

6. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OVW authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)), and are incorporated by reference here.

7. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

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

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the OVW website at <https://www.justice.gov/ovw/conference-planning>.



U.S. Department of Justice
Office on Violence Against Women

**AWARD CONTINUATION
SHEET
Grant**

PAGE 4 OF 12

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

8. OVW Training Guiding Principles

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 <https://www.justice.gov/ovw/grantees#Resources>.

9. Effect of failure to address audit issues

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

10. Potential imposition of additional requirements

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

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

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

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

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

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

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."



U.S. Department of Justice
Office on Violence Against Women

**AWARD CONTINUATION
SHEET
Grant**

PAGE 5 OF 12

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

14. Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. § 1913. The recipient, or any subrecipient ("subgrantee") 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 and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

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

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

15. Compliance with general appropriations-law restrictions on the use of federal funds for this fiscal year

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.justice.gov/ovw/award-conditions> (Award Condition: General appropriations-law restrictions on use of federal award funds), and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

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

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

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

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



U.S. Department of Justice
Office on Violence Against Women

**AWARD CONTINUATION
SHEET
Grant**

PAGE 6 OF 12

PROJECT NUMBER 2015-WE-AX-0002 AWARD DATE 08/30/2018

SPECIAL CONDITIONS

17. Restrictions and certifications regarding non-disclosure agreements and related matters

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

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

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



**AWARD CONTINUATION
SHEET**
Grant

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

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

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

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

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

19. Encouragement of policies to ban text messaging while driving

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

20. Availability of general terms and conditions on OVW website

The recipient agrees to follow the applicable set of general terms and conditions that are available at <https://www.justice.gov/ovw/grantees#award-conditions>. These do not supersede any specific conditions in this award document.

21. Compliance with statutory and regulatory requirements

The recipient 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 Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. §§ 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

22. Compliance with solicitation requirements

The recipient agrees that it must be in compliance with requirements outlined in the solicitation under which the approved application was submitted. The program solicitation is hereby incorporated by reference into this award.

23. VAWA 2013 nondiscrimination condition

The recipient acknowledges that 34 U.S.C. § 12291(b)(13) prohibits recipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. The recipient agrees that it will comply with this provision. The recipient also agrees to ensure that any subrecipients ("subgrantees") at any tier will comply with this provision.



U.S. Department of Justice
Office on Violence Against Women

**AWARD CONTINUATION
SHEET
Grant**

PAGE 8 OF 12

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

24. Misuse of award funds

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.

25. Limitation on use of funds to approved activities

The recipient agrees that grant funds will be used only for the purposes described in the recipient's approved application. The recipient must not undertake any work or activities that are not described in the grant application, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval, via Grant Adjustment Notice (GAN), from OVW.

26. Non-supplantation

The recipient agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

27. Confidentiality and information sharing

The recipient agrees to comply with the provisions of 34 U.S.C. § 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The recipient also agrees to ensure that all subrecipients ("subgrantees") at any tier meet these requirements.

28. Activities that compromise victim safety and recovery or undermine offender accountability

The recipient agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, 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; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the solicitation under which the approved application was submitted.

29. Termination or suspension for cause

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 C.F.R. Part 18, as applicable mutatis mutandis.



U.S. Department of Justice
Office on Violence Against Women

**AWARD CONTINUATION
SHEET**
Grant

PAGE 9 OF 12

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

30. Maintaining contact information

The recipient acknowledges that it is responsible for maintaining updated contact information in the Grants Management System (GMS). To update information in GMS for either the point of contact and/or the authorized representative, the recipient must submit a Grant Adjustment Notice (GAN).

31. Semiannual and final performance progress report submission

The recipient agrees to submit semiannual performance progress reports that describe activities conducted during the reporting period, including program effectiveness measures. Reports must be submitted throughout the project period, even if no funds were spent and no activities were conducted in a given reporting period. Future awards may be withheld if reports are delinquent.

The information that must be collected and reported to OVW can be found in the reporting form associated with the grant program or initiative under which this award was made. Performance 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. Recipients are required to submit their reports through the Grants Management System (GMS), unless and until OVW issues updated instructions for report submission. The final report is due 90 days after the end of the project period and should be marked "final" in the Report Type field in GMS.

32. Quarterly financial status reports

The recipient agrees that it will submit quarterly financial status reports to OVW through the Grants Management System (GMS) (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortBy=1>), 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.

33. Program income

Program income, as defined by 2 C.F.R. 200.80, means gross income earned by the non-federal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of performance. Without prior approval from OVW, program income must be deducted from total allowable costs to determine the net allowable costs. In order to add program income to the OVW award, the recipient must seek approval from its program manager via a budget modification Grant Adjustment Notice (GAN) prior to generating any program income. Any program income added to the federal award must be used to support activities that were approved in the budget and follow the conditions of the OVW award. Any program income approved via budget modification GAN must be reported in the recipient's quarterly Federal Financial Report SF-425 in accordance with the addition alternative. If the program income amount changes (increases or decreases) during the project period, it must be approved via a budget modification GAN by the end of the project period. If the budget modification is not submitted and approved, it could result in audit findings for the recipient.

34. FFATA reporting subawards and executive compensation

The recipient agrees to comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the Federal Funding Accountability and Transparency Act of 2006 (FFATA) Subaward Reporting System (FSRS). The details of recipient obligations, which derive from FFATA, are posted on the OVW web site at <https://www.justice.gov/ovw/grantees#award-conditions> (Award Condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.



**AWARD CONTINUATION
SHEET
Grant**

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

35. Changes to MOU and/or IMOA

The recipient agrees to submit for OVW review and approval, via Grant Adjustment Notice (GAN), 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.

36. Submission of all materials and publications

The recipient agrees to submit to OVW one copy of all materials and publications (written, web-based, audio-visual, or any other format) that are funded under this award not less than twenty (20) days prior to distribution or public release. If the materials are found to be outside the scope of the program, or in some way to compromise victim safety, the recipient will need to revise the materials to address these concerns or the recipient will not be allowed to use award funds to support the development or distribution of the materials.

37. Publication disclaimer

The recipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from award activities shall contain the following statement: "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 U.S. Department of Justice." The recipient also agrees to ensure that any subrecipient at any tier will comply with this condition.

38. Copyrighted works

Pursuant to 2 C.F.R. 200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a subrecipient ("subgrantee") of this award, for federal purposes, and to authorize others to do so.

In addition, the recipient (or subrecipient, contractor, or subcontractor of this award at any tier) must obtain advance written approval from the OVW 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.

39. Grantee orientation - mandatory attendance

First-time recipients, or continuation recipients if requested, must agree to have key staff members, as identified by OVW, attend the OVW grantee orientation seminar, which may be offered in-person, online, or a combination of both. Additionally, if there is a change in the project director/coordinator during the grant period, the recipient 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 in-person OVW grantee orientation seminar or require completion of the orientation online, whichever is available.



**AWARD CONTINUATION
SHEET
Grant**

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

40. Prior approval for non-OVW sponsored technical assistance

The recipient agrees that funds allocated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval by OVW. To request approval, the recipient must submit a Grant Adjustment Notice (GAN) and attach a copy of the event's brochure, a curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs. The GAN request must be submitted to OVW at least 20 days prior to registering for the event. Requests 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 a consultant or contractor not designated as an OVW technical assistance provider to develop and/or provide training and/or technical assistance.

41. Participation in OVW-sponsored technical assistance

The recipient agrees to attend and participate in OVW-sponsored technical assistance. Technical assistance includes, but is not limited to, national and regional conferences, audio conferences, webinars, peer-to-peer consultations, and workshops conducted by OVW-designated technical assistance providers.

42. Consultant compensation rates

The recipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, recipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, recipients are required to maintain documentation to support all daily or hourly consultant rates.

43. Required SAM and FAPIIS reporting

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OVW award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OVW awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to FAPIIS within SAM are posted on the OVW web site at: <https://www.justice.gov/ovw/grantees#award-conditions> (Award Condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

44. Prohibition on public awareness activities

The recipient agrees that grant funds will not be used to conduct public awareness or community education campaigns or related activities. Grant funds may be used to support, inform, and conduct outreach to victims about available services.



U.S. Department of Justice
Office on Violence Against Women

**AWARD CONTINUATION
SHEET
Grant**

PAGE 12 OF 12

PROJECT NUMBER 2015-WE-AX-0002

AWARD DATE 08/30/2018

SPECIAL CONDITIONS

45. Limitation on use of funds for direct legal representation

The recipient agrees not to use grant funds to provide legal representation in civil or criminal matters, such as family law cases (divorce, custody, visitation, and child support), housing cases, consumer law cases and others. Grant funds may be used to provide legal representation to victims of domestic violence, dating violence, sexual assault, or stalking only in the limited context of protection order proceedings (either temporary or long term relief), or for limited immigration matters that may impact and affect the victim's ability to maintain safety (such as U visas).

46. Compliance with certifications

The recipient acknowledges that it has a continuing obligation to remain in compliance with the applicable certification requirements of 34 U.S.C. § 10461(c).

47. Withholding of funds pending determination of compliance with HIV certification

The recipient understands and agrees that five percent of its grant funds have been withheld because the recipient has not satisfied the requirements of 34 U.S.C. § 10461(d) concerning HIV testing of individuals charged with or convicted of sexual assault. The recipient therefore may not obligate, expend, or draw down the withheld five percent of its grant funds until the recipient demonstrates to OVW, and OVW determines, that the recipient has come into compliance with the requirements of 34 U.S.C. § 10461(d), and a Grant Adjustment Notice (GAN) has been issued to remove this condition. It is the responsibility of the recipient to timely submit to OVW all documentation necessary to establish that the recipient has satisfied the requirements of 34 U.S.C. § 10461(d), including appropriate certifications as to the recipient's compliance and copies of any applicable laws, policies, and regulations. If the recipient does not demonstrate its compliance with 34 U.S.C. § 10461(d) by the end of the state legislative session (in the recipient's home state) following the date on which the recipient submitted an application for the award, then the withheld five percent of the recipient's grant funds will be returned to OVW at the end of the award period.

48. Conditional clearance with release of TA funds

The recipient's budget is pending review and approval. The recipient may obligate, expend, and draw down only funds for travel-related expenses up to \$10,000 to attend OVW-sponsored technical assistance events, unless there is another condition on the award prohibiting obligation, expenditure, and drawdown of any funds, in which case the condition prohibiting any obligation, expenditure, or drawdown of funds will control. Remaining funds will not be available for drawdown until OVW's Grants Financial Management Division has approved the budget and budget narrative, and a Grant Adjustment Notice (GAN) 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. If applicable, the Indirect Cost Rate will be identified in the GAN when the budget is approved.



U.S. Department of Justice

Office on Violence Against Women

Washington, D.C. 20531

Memorandum To: OVW Award Recipient
From: Marnie Shiels, Attorney Advisor
Subject: Categorical Exclusion for City and County of San Francisco

The Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant 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, and reauthorized in 2000, 2005, and 2013. The program enhances victim safety and offender accountability in cases of sexual assault, domestic violence, dating violence, and stalking by encouraging jurisdictions to work collaboratively with community partners to identify problems and share ideas that will result in effective responses to these crimes. An integral component of the Improving Criminal Justice Responses Program is the creation and enhancement of a coordinated community response that includes criminal justice agencies, victim services providers, and community organizations that respond to sexual assault, domestic violence, dating violence and stalking.

Renovations and construction are unallowable under the grant, and therefore none of the following activities will be conducted under the OVW federal action (i.e., the OVW-funded grant project) or a related third-party action:

1. New construction.
2. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species.
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.

In addition, the OVW federal action is neither a phase nor a segment of a project that, when reviewed in its entirety, would not meet the criteria for a categorical exclusion.

Consequently, the subject federal action meets the Office on Violence Against Women's criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations (adopted by OVW at 28 CFR § 0.122(b)). Also, no further analysis is required under the National Historic Preservation Act or other related statutes and regulations.



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

Grant

PROJECT NUMBER
2015-WE-AX-0002

PAGE 1 OF 1

This project is supported under 34 U.S.C. §§ 10461 – 10465 (OVW- Improving Criminal Justice Responses Program, also known as Arrest Program)

1. STAFF CONTACT (Name & telephone number)

Brenda Auterman
(202) 616-3851

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

Laura E. Hansell
Grants Associate
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102
(415) 252-4653

3a. TITLE OF THE PROGRAM

OVW FY 2018 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program (formerly known as the Arrest Program)

3b. POMS CODE (SEE INSTRUCTIONS ON REVERSE)

4. TITLE OF PROJECT

City and County of San Francisco's Domestic Violence High Risk Program (Lethality Assessment Program and Domestic Violence Death Review Team)

5. NAME & ADDRESS OF GRANTEE

City and County of San Francisco
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4603

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2015 TO: 09/30/2021

8. BUDGET PERIOD

FROM: 10/01/2015 TO: 09/30/2021

9. AMOUNT OF AWARD

\$ 750,000

10. DATE OF AWARD

08/30/2018

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 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant 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, and reauthorized in 2000, 2005, and 2013. The program enhances victim safety and offender accountability in cases of sexual assault, domestic violence, dating violence, and stalking by encouraging jurisdictions to work collaboratively with community partners to identify problems and share ideas that will result in effective responses to these crimes. An integral component of the Improving Criminal Justice Responses Program is the creation and enhancement of a coordinated community response that includes criminal justice agencies, victim services providers, and community organizations that respond to sexual assault, domestic violence, dating violence and stalking.

The City and County of San Francisco, in collaboration with its non-profit, non-governmental victim service partners, La Casa de las Madres and APA Family

Support Services, will use this supplement award to enhance their Lethality Assessment Program (LAP) in the San Francisco Bayview District. Specifically, the project will: 1) provide training for law enforcement officers from the San Francisco Police Department on administering the LAP; 2) implement a lethality assessment smartphone app that will track lethality assessment responses, pair this data with other criminal justice data, and send email alerts to notify key law enforcement contacts of safety concerns; 3) maintain the San Francisco District Attorney's Domestic Violence Unit, to prosecute perpetrators in cases where the victim is at high risk for lethality or is limited English proficient; and 4) develop and implement a Domestic Violence Death Review Team to enhance best practices for responding to crimes of domestic violence.

The timing for performance of this supplemental award is 36 months.

CA/NCF



Emily M. Murase, PhD
Director

City and County of San Francisco
Department on the Status of Women



London N. Breed
Mayor

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Emily M. Murase, PhD, Director, Department on the Status of Women

DATE: September 27, 2018

SUBJECT: Accept and Expend Resolution for the City and County of San Francisco's Domestic Violence High Risk Pilot Program

GRANT TITLE: City and County of San Francisco's Domestic Violence High Risk Pilot Program

Attached please find the original* and 1 copy of each of the following:

- Proposed grant resolution; original signed by Department, Mayor, Controller
(signatures pending)
- Grant information form, including disability checklist
- Grant budget
- Grant application
- Grant award letter from funding agency
- Ethics Form 126 (if applicable)
- Contracts, Leases/Agreements (if applicable)
- Other (Explain):

Special Timeline Requirements:

Please schedule prior to December 10th as this is a continuation award. Project is currently underway and grant funds will need to be expended accordingly.

Departmental representative to receive a copy of the adopted resolution:

Name: Emily M. Murase, PhD, Director Phone: 415-252-2571

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).

Print Form

Introduction Form

By a Member of the Board of Supervisors or Mayor

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

2018 NOV 13 PM 4:21

BY _____ Time stamp _____
or meeting date _____

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor [] inquiries"
- 5. City Attorney Request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Topic submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Cohen

Subject:

[Accept and Expend Grant – Domestic Violence High Lethality Risk Team – Amendment to the Annual Salary Ordinance for FY 2018-2019 and 2019-2020 \$750,000]

The text is listed:

Ordinance retroactively authorizing the Department on the Status of Women to accept and expend a grant in the amount of \$750,000 through the United States Department of Justice’s Office of Violence Against Women for the Domestic Violence High Risk Program, and amending Ordinance No. 182-18 (Annual Salary Ordinance File No. 180575 for FYs 2018-2019 and 2019-2020) to provide for the addition of one grant-funded part-time Class 1820 Junior Administrative Analyst position (FTE 0.50) for the period of October 1, 2018 through September 30, 2020.

Signature of Sponsoring Supervisor: []

For Clerk's Use Only

**FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL**
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Member, Board of Supervisors	City elective office(s) held: Member, Board of Supervisors

Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: La Casa de las Madres	
Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary. (1) Maria Bee, Betty Miller Creary, Austin Esecson, Katie Hale, Melanie Jolivet, Dora Lee, Christine Omata, Shawn Steel, Carmen Sanchez, Arthur Stellini, Carolyn Tsai, Nanci Tucker, Michelle Zauss (2) the contractor's chief executive officer, chief financial officer and chief operating officer: Executive Director: Kathy Black (3)(4)(5) Not applicable.	
Contractor address: 1663 Mission Street, Suite 225, San Francisco, CA, 94103	
Date that contract was approved:	Amount of contract: \$96,000
Describe the nature of the contract that was approved: As part of the Domestic Violence High Risk Program funded by the U.S. Department of Justice Office of Violence Against Women, La Casa de las Madres will be responsible for providing trained staff to the Project Team and participate fully in the implementation of the grant, including continued support for Bayview District's Lethality Assessment Program, as well as technical assistance, and support for domestic violence survivors.	
Comments: None.	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Relocation Appeals Board, and Local Workforce Investment Board) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

Filer Information <i>(Please print clearly.)</i>	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

**FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL**
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Member, Board of Supervisors	City elective office(s) held: Member, Board of Supervisors

Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: APA Family Support Services	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i>	
(1) Chair, Rose Chung, President, Cary Chen, Vice President, Jacqueline Huie, Secretary, Julie Hoxie, Treasurer, Joyce Tso, CPA/ABV, Mai-Sie Chan, M.D., Van Diep, Stephen Koh, CLF, Fanny Lam, Kory Lam, Susan Sung, Ph.D., Dean Yao, Ph.D., Rick Yuen	
(2) Executive Director: Amor Santiago, DPM, MPH	
(3) (4) (5) Not applicable.	
Contractor address: 3801 Third Street, Ste. 610, San Francisco, CA, 94124	
Date that contract was approved:	Amount of contract: \$65,000
Describe the nature of the contract that was approved: As part of the Domestic Violence High Risk Program funded by the U.S. Department of Justice Office of Violence Against Women, APA Family Support Services will be responsible for providing trained staff to the Project Team and participate fully in the implementation of the grant, including conducting targeted outreach as well as technical assistance, and support for domestic violence survivors.	
Comments: None.	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Relocation Appeals Board, and Local Workforce Investment Board) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

Filer Information <i>(Please print clearly.)</i>	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed