



February 24, 2020

Gena Castro Rodriguez, Chief of Victim Services Division  
San Francisco, City & County  
350 Rhode Island Street, North Building Suite 400N  
San Francisco, CA 94103-5188

Subject: **NOTIFICATION OF APPLICATION APPROVAL**  
Innovative Response to Marginalized Victims Program  
Subaward #: K119 02 0380, Cal OES ID: 075-00000

Dear Ms. Castro Rodriguez:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$163,145, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

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

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

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

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

VSPS Grants Processing

Enclosure

c: Subrecipient's file

AM MB

Cal OES #	076-00000-17	FIPS #	076-00000	VS#		Subaward #	K119 02 0380
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### CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

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

1. **Subrecipient:** City and County of San Francisco 1a. DUNS#: 143602105 ✓
2. **Implementing Agency:** City and County of San Francisco-District Attorney's Office 2a. DUNS#: 143602105
3. **Implementing Agency Address:** 350 Rhode Island Street, North Building, Suite 400N San Francisco 94103-5188  
(Street) (City) (Zip+4)
4. **Location of Project:** San Francisco San Francisco 94103-5188  
(City) (County) (Zip+4)
5. **Disaster/Program Title:** Innovative Response to Marginalized Victims (K) Program <sup>CWB</sup> 6. **Performance Period:** 01/01/20 to 12/31/20  
(Start Date) (End Date)
7. **Indirect Cost Rate:** 10% de minimis Federally Approved ICR (if applicable): \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2018	VOCA		\$163,145		\$40,786		\$40,786	\$203,931
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>		\$163,145	\$163,145	\$40,786		\$40,786	\$203,931

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. **Official Authorized to Sign for Subrecipient:**

Name: Suzy Loftus Title: Interim District Attorney

Payment Mailing Address: 350 Rhode Island Street, North Building, Suite 400N City: San Francisco Zip Code+4: 94103-5188

Signature: [Signature] Date: 11-21-19

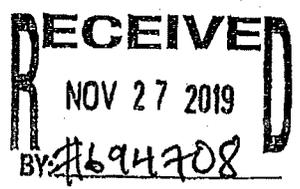
16. **Federal Employer ID Number:** 946000417

**(FOR Cal OES USE ONLY)**

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

[Signature] 2/11/2020 [Signature] 2-20-2020  
(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)

ENY: 2019-20 Chapter: 23 SL: 18408  
Item: 0690-102-0890 Pgm: 0385  
FAIN #: 2018-V2-GX-0029 10/01/17-09/30/21  
Fund: Federal Trust AL#: 16,575  
Program: Innovative Response to Marginalized Victims Program  
Match Req.: 20% C/IK based on TPC  
Project ID: OES18VOCA000012  
SC: 2019-18408 Amount: \$ 163,145



FEB 1 2020

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



**1. Cal OES Contact Information Section:**

Governor's Office of Emergency Services  
 Mark S. Ghilarducci, Director  
 3650 Schriever Avenue  
 Mather, CA 95655  
 (916) 845-8506 (phone)

**2. Federal Awarding Agency Section:**

Fund Year	Federal Program Fund / AL#	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2018	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$396,642,274	\$380,776,583
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

**3. Project Description Section:**

- Project Acronym (Please choose from drop down):  
 Innovative Response to Marginalized Victims Program (KI)
- Project Description (Please type the Project Description):  
**Provide innovative service delivery for marginalized victims of crime. Services vary depending on marginalized victim group.**

**4. Research & Development Section:**

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

## PROJECT CONTACT INFORMATION

Subrecipient: City and County of San Francisco Subaward #: K119 02 0380

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below:

1. The **Project Director** for the project:

Name: Gena Castro Rodriguez Title: Chief of Victim Services Division  
Telephone #: 628-652-4102 Email Address: gena.castrorodriguez@sfgov.org  
Address/City/Zip + 4: 350 Rhode Island Street, North Building, Suite 400N, San Francisco CA 94103-5188

2. The **Financial Officer** for the project:

Name: Eugene Clendinen Title: Chief Administrative & Financial Officer  
Telephone #: 628-652-4030 Email Address: eugene.clendinen@sfgov.org  
Address/City/Zip + 4: 350 Rhode Island Street, North Building, Suite 400N, San Francisco CA 94103-5188

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: Jacqueline Ortiz Title: Deputy Chief of Victim Services Division  
Telephone #: 628-652-4103 Email Address: jacqueline.ortiz@sfgov.org  
Address/City/Zip + 4: 350 Rhode Island Street, North Building, Suite 400N, San Francisco CA 94103-5188

4. The **person** having **Routine Fiscal** responsibility for the project:

Name: Sheila Arcelona Title: Assistant Chief, Finance and Administration  
Telephone #: 628-652-4031 Email Address: sheila.arcelona@sfgov.org  
Address/City/Zip + 4: 350 Rhode Island Street, North Building, Suite 400N, San Francisco CA 94103-5188

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Suzy Loftus Title: Interim District Attorney  
Telephone #: 628-652-4012 Email Address: district.attorney@sfgov.org  
Address/City/Zip + 4: 350 Rhode Island Street, North Building, Suite 400N, San Francisco CA 94103-5188

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Suzy Loftus Title: Interim District Attorney  
Telephone #: 628-652-4012 Email Address: district.attorney@sfgov.org  
Address/City/Zip + 4: 350 Rhode Island Street, North Building, Suite 400N, San Francisco CA 94103-5188

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

Name: Norman Yee Title: President, Board of Supervisors  
Telephone #: 415-554-6516 Email Address: norman.yee@sfgov.org  
Address/City/Zip + 4: City Hall, 1 Dr. Carlton B. Goodlett Place, 2nd Floor, San Francisco, CA 94102-4689

**SIGNATURE AUTHORIZATION**

Subaward #: KI19 02 0380

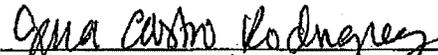
Subrecipient: City and County of San Francisco

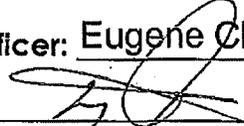
Implementing Agency: City and County of San Francisco - District Attorney's Office

\*The **Project Director** and **Financial Officer** are **REQUIRED** to sign this form.

\***Project Director:** Gena Castro Rodriguez

\***Financial Officer:** Eugene Glendinen

Signature: 

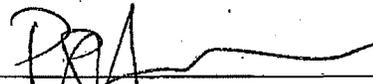
Signature: 

Date: 11/19/19

Date: 11/20/19

The following persons are authorized to sign for the **Project Director**

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

  
Signature  
Paige Allmendinger  
Printed Name

  
Signature  
Sheila Arcelona  
Printed Name

Printed Name

Printed Name

Signature

Signature

Printed Name

Printed Name

**CERTIFICATION OF ASSURANCE OF COMPLIANCE  
Victims of Crime Act (VOCA) Fund**

I, Suzy Loftus, Interim District Attorney hereby certify that  
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

Subrecipient: City and County of San Francisco

Implementing Agency: City and County of San Francisco - District Attorney's Office

Project Title: Innovative Response to Marginalized Victims Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

**I. Federal Grant Funds**

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Subrecipient Handbook for more detail.

The above named Subrecipient receives \$750,000 or more in federal grant funds annually.

The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

**II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)**

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

Please provide the following information:

Equal Employment Opportunity Officer: Shavaun Tolliver

Title: Senior Personnel Analyst

Address: 350 Rhode Island Street, North Building, Suite 400N, San Francisco, CA 94103-5188

Phone: 628-652-4040

Email: shavaun.tolliver@sfgov.org

**III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)**

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

**IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)**

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

**V. Lobbying – (Subrecipient Handbook Section 2154)**

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

**VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)**

*(This applies to federally funded grants only.)*

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

**VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)**

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.

The applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

## **VIII. Civil Rights Compliance**

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

## **IX. Special Condition for Grant Subaward with Victims of Crime Act (VOCA) Funds**

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

The Subrecipient 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").

### **2. Compliance with DOJ Grants Financial Guide**

The Subrecipient agrees to comply with the Department of Justice Grants Financial Guide as posted on the OJP website (currently, the "2015 DOJ Grants Financial Guide"), including any updated version that may be posted during the period of performance.

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

The Subrecipient agrees to 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 Subrecipient or individuals defined (for purposes of this condition) as "employees" of the Subrecipient.

The details of the Subrecipient's obligations regarding prohibited conduct related to trafficking in persons are posted on the OJP website at: <http://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by Subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

#### 4. Civil Rights and Nondiscrimination

The Subrecipient understands that the federal statutes and regulations pertaining to civil rights and nondiscrimination and, in addition:

- a. the Subrecipient understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
- b. the Subrecipient understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110 (e)) ; section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13), which will apply to all awards made by the Office of Violence Against Women, also may apply to an award made otherwise; and
- c. the Subrecipient understands they must comply with the specific assurances set out in 29 C.F.R. §§ 42.105 and 42.204.

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

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

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "2015 DOJ Grants Financial Guide").

#### 6. Effect of Failure to Address Audit Issues

The Subrecipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the Subrecipient does not satisfactorily and promptly address outstanding issues

from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

#### 7. Reporting Potential Fraud, Waste, Abuse, and Similar Misconduct

The Subrecipient agrees to promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, 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:

- o Mail: Office of the Inspector General,  
U.S. Department of Justice, Investigations Division,  
950 Pennsylvania Avenue, N.W. Room 4706,  
Washington, DC 20530;
- o E-mail: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov);
- o DOJ OIG hotline (contact information in English and Spanish): (800) 869-4499;  
and/or
- o DOJ OIG hotline fax: (202) 616-9881.

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

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

The Subrecipient agrees to comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2016, are set out at <http://ojp.gov/funding/Explore/FY2016-AppropriationsLawRestrictions.htm>, and are incorporated by reference here.

#### 9. Restrictions and Certifications Regarding Non-Disclosure Agreements and Related Matters

The Subrecipient understands and agrees that no Subrecipient under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste,

fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

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

a. In accepting this award, the Subrecipient:

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

b. If the Subrecipient does or is authorized under this award to make subawards, procurement contracts, or both:

- o It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
- o 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.

10. Encouragement of Policies to Ban Text Messaging while Driving

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

11. Additional DOJ Awarding Agency Requirements

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

12. OJP Training Guiding Principles

The Subrecipient understands and agrees that any training or training materials developed or delivered with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://ojp.gov/funding/ojptrainingguidingprinciples.htm>.

13. 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" (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)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

14. Specific Post-Award Approval Required to Use a Non-Competitive Approach in any Procurement Contract that Would Exceed \$150,000

The Subrecipient agrees to comply with all applicable requirements to obtain specific advance approval to use a non-competitive approach in any

procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that, for purposes of federal grants administrative requirement, OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <http://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> [Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)] and are incorporated by reference here.

#### 15. Requirement for Data on Performance and Effectiveness Under the Award

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

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

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

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

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

#### 17. VOCA Requirements

The recipient assures that the State and its subrecipients will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable

program guidelines and regulations), as required. Specifically, the State certifies that funds under this award will:

- a. be awarded only to eligible victim assistance organizations, 34 U.S.C. 20103(a)(2);
- b. not be used to supplant State and local public funds that would otherwise be available for crime victim assistance, 34 U.S.C. 20103(a)(2); and
- c. be allocated in accordance with program guidelines or regulations implementing 34 U.S.C. 20103(a)(2)(A) and 34 U.S.C. 20103(a)(2)(B) to, at a minimum, assist victims in the following categories: sexual assault, child abuse, domestic violence, and underserved victims of violent crimes as identified by the State.

#### 18. Demographic Data

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

#### 19. Performance Reports

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

#### 20. Access to Records

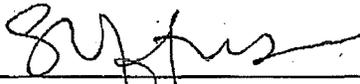
The Subrecipient authorizes the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper or documents related to the VOCA grant.

✓

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

**CERTIFICATION**

I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: 

Authorized Official's Typed Name: Suzy Loftus

Authorized Official's Title: Interim District Attorney

Date Executed: 11.1.19

Federal Employer ID #: 94-6000417 Federal DUNS #: 143602105

Current System for Award Management (SAM) Expiration Date: 09/09/2020

Executed in the City/County of: San Francisco

**AUTHORIZED BY:** (not applicable to State agencies)

- City Financial Officer
- County Financial Officer
- City Manager
- County Manager
- Governing Board Chair

Signature: 

Typed Name: Ben Rosenfield

Title: Controller, City & County of San Francisco

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: City and County of San Francisco				Subaward #: K119 02 0380			
A. Personal Services – Salaries/Employee Benefits	18VOCA	18VOCA MATCH	Fund3	Fund4	Fund5	Fund6-	COST
<b>SALARIES:</b>							
8129 Victim/Witness Investigator I - Jovan Thomas (1.00 FTE) \$3,237 bi-weekly x 13 pay periods x 1.00 FTE = \$42,081	\$42,081						\$42,081
\$3,334.11 bi-weekly x 12.8 pay periods x 1.00 FTE = \$42,676.61	\$42,677						\$42,677
\$3,350.78 bi-weekly x 0.4 pay periods x 1.00 FTE = \$1,340.31	\$1,340						\$1,340
8131 Victim/Witness Investigator II - Advocate - Maria Reynoso (0.50 FTE)							
\$3,221 bi-weekly x 4.80 pay periods x 0.20 FTE = \$3,092.16	\$3,092						\$3,092
\$3,221 bi-weekly x 4.80 pay periods x 0.30 FTE = \$4,638.24		\$4,638					\$4,638
\$3,382 bi-weekly x 8.20 pay periods x 0.20 FTE = \$5,546.48	\$5,546						\$5,546
\$3,382 bi-weekly x 8.20 pay periods x 0.30 FTE = \$8,319.72		\$8,320					\$8,320
\$3,483.46 bi-weekly x 12.8 pay periods x 0.20 FTE = \$8,917.66	\$8,918						\$8,918
\$3,483.46 bi-weekly x 12.8 pay periods x 0.30 FTE = \$13,376.48		\$13,376					\$13,376
\$3,500.88 bi-weekly x 0.4 pay periods x 0.20 FTE = \$279.51	\$280						\$280
\$3,500.88 bi-weekly x 0.4 pay periods x 0.30 FTE = \$419.27		\$419					\$419
Bi-lingual Pay: \$60 bi-weekly x 26.2 pay periods x 0.20 FTE = \$314.40	\$314						\$314
Bi-lingual Pay: \$60 bi-weekly x 26.2 pay periods x 0.30 FTE = \$471.6		\$472					\$472

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: City and County of San Francisco				Subaward #: K119 02 0380			
A. Personal Services – Salaries/Employee Benefits	18VOCA	18VOCA MATCH	Fund3	Fund4	Fund5	Fund6	COST
<b>EMPLOYEE BENEFITS:</b>							
8129 Victim/Witness Investigator I - Advocate 39.63% x \$86,098 = \$34,120.64 Benefits include 7.49% Social Security/Medicare, 9.60% Medical/Dental, 21.94% Retirement, 0.34% Long Term Disability, 0.26% Unemployment	\$34,121						\$34,121
8131 Victim/Witness Investigator II - Advocate 39.26% x \$45,375 = \$17,814.23 Benefits include 7.46% Social Security/Medicare, 9.39% Medical/Dental, 21.77% Retirement, 0.38% Long Term Disability, 0.26% Unemployment	\$7,126	\$10,688					\$17,814
Personal Section Totals	√\$145,495	√\$37,913					\$183,408
<b>PERSONAL SECTION TOTAL</b>							√\$183,408

*msl*

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: City and County of San Francisco				Subaward #: K119 02 0380			
B. Operating Expenses	18VOCA	18VOCA MATCH	Fund3	Fund4	Fund5	Fund6	COST
✓ Indirect - 10% de Minimis Indirect @ 10% x \$183,408 total salaries/benefits = \$18,340.80 only charging grant \$16,585 Use for indirect - general administration, Finance, Payroll, Human Resources, Information Technology, and Executive Management	\$13,712	\$2,873					\$16,585
✓ Facility Cost - \$21/ft <sup>2</sup> annually 125 square feet per FTE x \$21 per square foot x 1.50 FTE = \$3,937.50	\$3,938						\$3,938
<b>Operating Section Totals</b>	✓ \$17,650	✓ \$2,873					\$20,523
<b>OPERATING SECTION TOTAL</b>							\$20,523

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: City and County of San Francisco				Subaward #: K119 02 0380			
C. Equipment	18VOCA	18VOCA MATCH	-Fund3	Fund4	Fund5	Fund6	COST
none requested							
Equipment Section Totals							
<b>EQUIPMENT SECTION TOTAL</b>							
<b>Category Totals</b>							
Same as Section 12G on the Grant Subaward Face Sheet	\$163,145 <sup>v</sup>	\$40,786 <sup>v</sup>					
<b>Total Project Cost</b>							<b>\$203,931</b>

*mk*

### VSPS Budget Summary Report

**KI19 Innovative Response to Marginalized Victims Program**

**Subaward #: KI19 02 0380**

San Francisco, City & County

**Performance Period: 01/01/20 - 12/31/20**

Innovative Response to Marginalized Victims Program

**Latest Request: , Not Final 201**

**A. Personal Services - Salaries/Employee Benefits**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	18VOCA	145,495	0	145,495	0	145,495
L	18VOCA	37,913	0	37,913	0	37,913
<b>Total A. Personal Services - Salaries/Employee Benefits:</b>		<b>183,408</b>	<b>0</b>	<b>183,408</b>	<b>0</b>	<b>183,408</b>

**B. Operating Expenses**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	18VOCA	17,650	0	17,650	0	17,650
L	18VOCA	2,873	0	2,873	0	2,873
<b>Total B. Operating Expenses:</b>		<b>20,523</b>	<b>0</b>	<b>20,523</b>	<b>0</b>	<b>20,523</b>

**C. Equipment**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	18VOCA	0	0	0	0	0
L	18VOCA	0	0	0	0	0
<b>Total C. Equipment:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
<b>Total Local Match:</b>	<b>40,786</b>	<b>0</b>	<b>40,786</b>	<b>0</b>	<b>40,786</b>
<b>Total Funded:</b>	<b>163,145</b>	<b>0</b>	<b>163,145</b>	<b>0</b>	<b>163,145</b>
<b>Total Project Cost:</b>	<b>203,931</b>	<b>0</b>	<b>203,931</b>	<b>0</b>	<b>203,931</b>

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

02/24/20