

File No. 200305

Committee Item No. 5

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date April 15, 2020

Board of Supervisors Meeting

Date _____

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input 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 type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____

Completed by: Linda Wong

Date April 10, 2020

Completed by: Linda Wong

Date _____

1 [Accept and Expend Grant - Retroactive - California Governor's Office of Emergency
2 Services - Innovative Response to Marginalized Victims Program- \$163,145]

3 **Resolution retroactively authorizing the Office of the District Attorney to accept and**
4 **expend a grant in the amount of \$163,145 from the California Governor's Office of**
5 **Emergency Services for the Innovative Response to Marginalized Victims Program**
6 **for the grant period January 1, 2020, through December 31, 2020.**

7
8 WHEREAS, California Governor's Office of Emergency Services (Cal OES) awarded
9 \$163,145 to the Office of the District Attorney for the Innovative Response to Marginalized
10 Victims (KI) Program; and

11 WHEREAS, The purpose of the grant is to support innovative projects that serve
12 marginalized victims of crime; and

13 WHEREAS, The grant does not require an amendment to the Annual Salary
14 Ordinance (ASO) Amendment; and

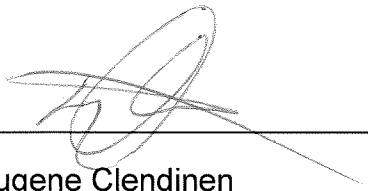
15 WHEREAS, The grant includes a required match of 20% of the project budget or
16 \$40,786; the source of matching funds is the District Attorney's Office general fund; and

17 WHEREAS, The grant includes provision for indirect costs of \$16,585; now,
18 therefore, be it

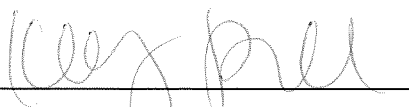
19 RESOLVED, That the Board of Supervisors hereby authorizes the Office of the District
20 Attorney to retroactively accept and expend, on behalf of the City and County of San
21 Francisco, a grant from the California Governor's Office of Emergency Services for the
22 Innovative Response to Marginalized Victims Program in the amount of \$163,145.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

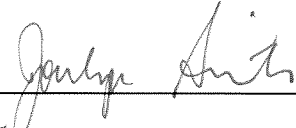
Recommended:



Eugene Clendinen
Chief Administrative & Financial Officer
for Chesa Boudin
District Attorney

Approved: 

for London N. Breed
Mayor

Approved: 

for Ben Rosenfield
Controller

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

Grant Resolution Information Form
(Effective July 2011)

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

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

1. Grant Title: **Innovative Response to Marginalized Victims Program**
2. Department: **Office of the District Attorney**
3. Contact Person: **Lorna Garrido** Telephone: **(628) 652-4035**
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$163,145**
6. a. Matching Funds Required: **\$40,786**
b. Source(s) of matching funds (if applicable): **General Fund (Project ID 10023081)**
7. a. Grant Source Agency: **U.S. Department of Justice, Office of Justice Programs**
b. Grant Pass-Through Agency (if applicable): **California Governor's Office of Emergency**

Services

8. Proposed Grant Project Summary: **To support innovative projects that serve marginalized victims of crime.**
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: **January 1, 2020** End-Date: **December 31, 2020**
10. a. Amount budgeted for contractual services: **0**
b. Will contractual services be put out to bid? **n/a**
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **n/a**
d. Is this likely to be a one-time or ongoing request for contracting out? **n/a**
11. a. Does the budget include indirect costs?
 Yes No
b. 1. If yes, how much? **\$16,585**
b. 2. How was the amount calculated? **10% of salaries and benefits**
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?
12. Any other significant grant requirements or comments: **none**

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

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

- | | | |
|--|---|---|
| <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) | |

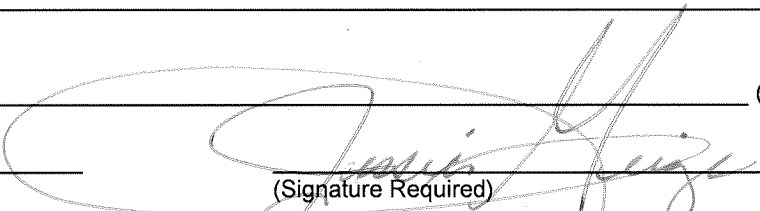
14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the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

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

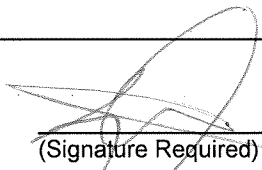
If such access would be technically infeasible, this is described in the comments section below:

Comments:

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

Jessica Geiger
(Name)
Facilities Manager (Title)
Date Reviewed: 2/25/20

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Eugene Clendinen
(Name)
Chief Administrative & Financial Officer
(Title)
Date Reviewed: 2/25/20

(Signature Required)

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
SALARIES:							
8129 Victim/Witness Investigator 1 - 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
EMPLOYEE BENEFITS:							
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
PERSONAL SECTION TOTAL							\$183,408

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/ft² annually 125 square feet per FTE x \$21 per square foot x 1.50 FTE = \$3,937.50	\$3,938						\$3,938
Operating Section Totals	\$17,650	\$2,873					\$20,523
OPERATING SECTION TOTAL							\$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							
EQUIPMENT SECTION TOTAL							
Category Totals							
Same as Section 12G on the Grant Subaward Face Sheet	\$163,145	\$40,786					
Total Project Cost							\$203,931

GAVIN NEWSOM
GOVERNOR



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Mark
MARK S. GHILARDUCCI
DIRECTOR

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.

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

3650 SCHRIEVER AVENUE | MATHER, CALIFORNIA 95655
VICTIM SERVICES & PUBLIC SAFETY BRANCH
TELEPHONE: (916) 845-8301

(Cal OES Use Only)

Am me

Cal OES #	076-00000-17	FIPS #	076-00000	VS#		Subaward #	K119 02 0380
-----------	--------------	--------	-----------	-----	--	------------	--------------

**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 ^{CAB} 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							
Total	Project	Cost		\$163,145	\$163,145	\$40,786		\$40,786	\$203,931

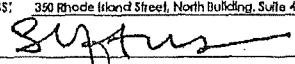
13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County 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:  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 purpose of this expenditure stated above.

 2/11/2020
(Cal OES Fiscal Officer) (Date)

 2-20-2020
(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

RECEIVED
NOV 27 2019
BY: #1694708

**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 #: KI19 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

Signature: 

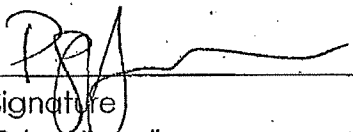
Date: 11/19/19

***Financial Officer:** Eugene Clendinen

Signature: 

Date: 11/20/19

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


Signature
Paige Almendinger
Printed Name

Signature

Printed Name

Signature

Printed Name


Signature

Printed Name

Signature

Printed Name

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


Signature
Sheila Arcelona
Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

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;
- 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://oig.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

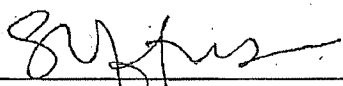
The Subrecipient authorizes the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper or documents related to the VOCA grant.

✓

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

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
SALARIES:							
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
EMPLOYEE BENEFITS:							
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
PERSONAL SECTION TOTAL							\$183,408

mt

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 ² annually 125 square feet per FTE x \$21 per square foot x 1.50 FTE = \$3,937.50	\$3,938						\$3,938
Operating Section Totals	✓ \$17,650	✓ \$2,873					\$20,523
OPERATING SECTION TOTAL							\$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							
EQUIPMENT SECTION TOTAL							
Category Totals							
Same as Section 12G on the Grant Subaward Face Sheet	\$163,145 ^v	\$40,786 ^v					
Total Project Cost							\$203,931

me

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
Total A. Personal Services - Salaries/Employee Benefits:		183,408	0	183,408	0	183,408

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
Total B. Operating Expenses:		20,523	0	20,523	0	20,523

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
Total C. Equipment:		0	0	0	0	0

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

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

Application Cover Sheet

RFA PROCESS

INNOVATIVE RESPONSE TO MARGINALIZED VICTIMS (KI) Program

Submitted by:

Suzy Loftus

Interim District Attorney

City and County of San Francisco

350 Rhode Island Street, North Building, Suite 400N

San Francisco, CA 94103-5188

628-652-4012

(Cal OES Use Only)

Cal OES #	FIPS #	VS#	Subaward #	K119 02.0380
-----------	--------	-----	------------	--------------

**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:

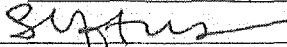
1. Subrecipient: City and County of San Francisco 1a. DUNS#: 143602105
2. Implementing Agency: City and County of San Francisco-District Attorney's Office 2a. DUNS#: 143602105
3. Implementing Agency Address: 350 Rhode Island Street, North Building, Suite 400N San Francisco 94103-5188
(Street) (City) (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 (KI) Program 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							
Total	Project	Cost		\$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:  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.

(Cal OES Fiscal Officer) _____ (Date) _____ (Cal OES Director or Designee) _____ (Date) _____

PROJECT CONTACT INFORMATION

Subrecipient: City and County of San Francisco Subaward #: KI19 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 Clendinen

Signature: 

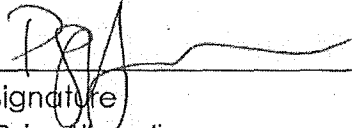
Signature: 


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


Signature

Paige Allmendinger
Printed Name

Sheila Arcelona
Printed Name

Signature

Signature

Printed Name

Printed Name

Signature

Signature

Printed Name

Printed Name

Signature

Signature

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;
- 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://oip.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.

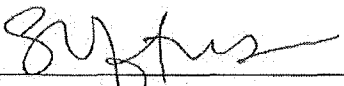
20. Access to Records

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)

- | | |
|--|--|
| <input checked="" type="checkbox"/> City Financial Officer | <input checked="" type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input type="checkbox"/> 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
SALARIES:							
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
EMPLOYEE BENEFITS:							
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
PERSONAL SECTION TOTAL							\$183,408

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/ft² annually 125 square feet per FTE x \$21 per square foot x 1.50 FTE = \$3,937.50	\$3,938						\$3,938
Operating Section Totals	\$17,650	\$2,873					\$20,523
OPERATING SECTION TOTAL							\$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							
EQUIPMENT SECTION TOTAL							
Category Totals							
Same as Section 12G on the Grant Subaward Face Sheet	\$163,145	\$40,786					
Total Project Cost							\$203,931

Budget Narrative

January 1, 2020 – December 31, 2020

The following section outlines the project's proposed budget and how it supports the objectives and activities of the grant. We have developed our proposed budget to focus on these outcomes and minimize administrative costs and maximizing matching funds of leadership staff and volunteers.

A. PERSONAL SERVICES

\$183,408

There are two individuals assigned full-time or part-time to the Innovative Response to Marginalized Victims (KI) Grant for a project total of 1.50 FTE and \$131,473. Personnel assigned to the VWAP include:

- 1 Victim/Witness Investigator 2 – Advocate (8131)
- 1 Victim/Witness Investigator 1 – Advocate (8129)

8131 Victim Witness Investigator 2 - Advocate. Advocates from the 8131 job class are Team Lead Advocates. Advocates in these positions possess advanced experience, training and skills. Their role as Team Lead includes leading a team of advocates organized by crime type (i.e. Homicide, Community, etc.) and participate in a leadership skill development program to learn skills in the areas of supervision, policy and grant reporting/writing.

8129 Victim Witness Investigator 1 - Advocate. Victim Advocates from the 8129 job class are responsible for direct client services including all of those outlined in this proposal and developing and managing partnerships with other government and community based services.

Standard fringe benefits are allocated to the grant and include social security, Medicare, retirement, state unemployment compensation insurance, long-term disability, dependent coverage, and health and dental coverage for a total fringe cost of \$51,935.

Match Funding – The match will be through a portion of the Victim/Witness Investigator 2's salary and fringe benefits.

B. OPERATING EXPENSES

\$20,523

Indirect Costs

A de Minimis rate is calculated at 10% of salary and fringe costs. The use for the indirect includes salaries and fringe for general administration, finance, payroll, human resources, information technology, and executive management.

Total salary and fringe @ \$183,408 x 10% = \$18,340.80, only charging grant \$16,585

Subrecipient: City & County of San Francisco

Subaward #: KI19 02 0380

Facility Cost

The Office of the District Attorney is requesting \$21 per square foot x 125 square feet per FTE.

Facility Cost @ \$21/ft ² x 125 ft ² /FTE x 1.50 FTE	\$3,938
--	---------

Match Funding – The match will be through a portion of the indirect costs.

C. EQUIPMENT

\$0

None requested.

Project Narrative

PLAN

Residents of the four neighborhoods targeted in this proposal: Bayview, Visitation Valley, Mission and Excelsior have historically underreported crimes as a result of deep-seated distrust and disconnect between the community and the criminal justice system. Moreover, lack of awareness and misinformation about the services available through the SFDA's Victim Services Division prevents and deters victims from seeking help. Over the last four years we have consistently heard that community members who do want assistance would feel most comfortable seeking support from an individual with roots in their community and shared life experiences. In response to this information, we first hired a victim advocate who was from that community and have received overwhelmingly positive feedback about the growing trust, confidence and engagement with services in the Bayview and Visitation Valley. Two years ago, we added an additional advocate in focused on the Mission and Excelsior districts. These Advocates work closely with partner agencies, community service providers and faith leaders to build relationships in the community. One agency the advocates work closely with is the Child Advocacy Center, located in Eastern Bayview/Visitation Valley, where children, families and adults can access a variety of health, mental health and legal resources. Victim Services has a satellite office at this location and the facility is centrally located and easily accessible to Bayview and Visitation Valley residents by public transportation. In

Subrecipient: City & County of San Francisco

Subaward #: K119 02 0380

In addition to providing services at this site, the Bayview/Visitation Valley advocate provides services at multiple service agency partners (see Operational Agreements) to outreach to victims and community members. The Mission/Excelsior advocate is housed out of our main offices in Potrero Hill which is adjacent to the Mission and Excelsior Districts. Although we do not have a satellite office for this advocate, they work closely with service providers in those districts to meet clients in easily accessible places. Our main office is easily accessible to Mission and Excelsior residents by public transportation. We closely partner with the Wraparound Project of UCSF/Zuckerberg San Francisco General Hospital on community violence cases to reduce injury and criminal recidivism in the most vulnerable victims. The Wraparound Project serves as a vital point of entry, providing mentorship and linking clients to essential risk-reduction resources. This hospital-based program is a key partnership in serving the Mission and Excelsior districts as the Latino gangs are prevalent in these two areas are very territorial: a safe, neutral space is needed to engage the highest risk victims/witnesses. The Mission/Excelsior advocate also provides services at multiple service agency partners (see Operational Agreements) to outreach to victims and community members.

Both Advocates work closely and collaboratively with the San Francisco Public Health Department's Crisis Intervention Team (CIT) (see Operational Agreements). CIT is a 24-hour response to violent victims of crime, including gang violence, throughout the city. The Victim Services Division has a great

working relationship with them and coordinates to respond to homicide and pedestrian fatality cases. Finally, the Victim Services Division Community Advocates also respond to gang violence incidents. The role of the Advocates is to build partnerships and collaborate with existing services and resources, identify and engage victims and witnesses of crime affected by gang violence, and integrate victim services resources into the community as a vital and important partner. The Advocates take a holistic approach to serving victims – regardless of whether the incident results in a court case or not – assisting them in connecting with resources including housing, employment, legal services, health and mental health, and other community-based services. For crimes that do result in criminal prosecution, the Advocates support clients through the reporting and court process including court accompaniment, transportation to/from court, relocation, and restitution services. Finally, the Advocates will assist clients in securing victim compensation as appropriate. These two Advocate positions differ from current SFDA staffing in several key ways: a) We identify individuals with roots in the target communities to fill these positions. b) The Advocates roles are broader than our centrally located Victim Services staff; they have a continual community presence, including at community events and stakeholder meetings including in the evenings and on weekends. c) The Advocates have built expertise about a broad range of culturally and linguistically competent services located within in the community, so that they can provide holistic services to clients. D) And as mentioned above, the

Advocates are members of the community's crisis response team, working with the SFPD, DPH and community organizations to ensure that SFDA Victim Services are provided to victims in a timely and coordinated way.

Measurable Project Goals and Objectives

Our proposed strategies are grounded in four assumptions:

1. Healing victims and witnesses reduces recidivism.
2. Healing victims and witnesses reduces delinquency and criminal behavior.
3. Community based victim services increase engagement with vulnerable victims and increase public safety.
4. Supporting a community-generated public safety project will increase social cohesion and community resiliency.

Goal 1: Improve direct services/access to services for victims and witnesses of gang crimes.

Objective 1: Two Advocates assigned neighborhoods most affected by gang and community violence.

Objective 2: Serve 400 victims affected by gang violence per year.

Goal 2: Increase neighborhood empowerment, engagement, resiliency and capacity (of both residents and organizations) to prevent and address gang violence victimization.

Subrecipient: City & County of San Francisco

Subaward #: K119 02 0380

Objectives 1: Engage with community members, schools, faith organizations and service agencies in order to inform them about services and resources for victims and witness of crime at 5 events per year.

Objectives 2: Outreach at 5 community events, fairs and celebrations per year.

Goal 3: Increase community trust, collaboration and engagement with the criminal justice system and Victim Services Division.

Objective 1: Organize 4 trainings on victim services, victim compensation and the impact of gang violence on the community for stakeholders and community members per year.

Objective 2: Organize 1 public awareness campaign during the grant period to inform public about accessing mental health services for victim and witness of gang and community violence.

12 Month Timeline

Year One:

Q1: Provide victim services to 100 victims/witness of gang and community violence. Meet with and partner with 2 service providers and community stakeholders. Outreach to community members at 2 events. Provide training on Victim Services, Victim Compensation and effects of gang and community violence to 1 group.

Q3: Provide victim services to 100 victims/witness of gang violence. Meet with and partner with 1 service providers and community stakeholders. Outreach to

community members at 1 event. Provide training on Victim Services, Victim Compensation and effects of gang and community violence to 1 group.

Q4: Provide victim services to 134 victims/witness of gang violence. Meet with and partner with 1 service provider and community stakeholder. Outreach to community members at 1 event. Provide training on Victim Services, Victim Compensation and effects of gang and community violence to 1 group.

Impact of Services on Marginalized Victims

In addition to the comprehensive services provided by the Victim Services Division, the Community Advocacy program allows the Division to expand and extend its reach into the communities most affected by gang and community violent crimes in the short and long term. We anticipate reaching not only the primary victims of gang violence, but the secondary victims and those causing the gang and community violence. Our approach to community-based advocacy allows us to build trusting relationships in the communities most affected by violence, but historically underserved by victim of crime services. Over the course of the two years, we have served approximately 500 primary and secondary victims of crime in this program.

The Community Victim Advocate team is central in helping to build trust in the community, engaging vulnerable victims who don't typically access service, and outreaching to collateral victims of gang violence- particularly children, to decrease future violence and victimization. The Community Advocates also

play a key role in public awareness campaigns around the SFDA's Victim Services Division, gang violence, victimization and victim assistance.

Continued Services

Our plan is to continue to integrate this innovative method of community-based service into our regular service delivery plan from here forward, as a response to the changing needs and dynamics of victims. Our goal with the Community Based Victim Advocacy program is to integrate it into our standard Division service delivery plan and general budget. We plan to continue the program after the KI grant period by leveraging funding for our VW grant and the SFDA general budget and leveraging volunteer resources. We are committed to reaching and serving the most vulnerable and most affected members of the city.

Use of Volunteer Interns

Given the Division's resource limitations, we make full use of volunteers through a formal internship program. Interns are recruited from local universities and colleges through a formal application process. Once accepted, interns make a minimum 9-month commitment to the Division through a contractual agreement. They are trained in court intervention, assisting victim advocates with clients, confidentiality and the institutions and processes of the criminal justice system. These volunteer interns are assigned to the intake unit and supervised by the Team Lead for that unit. Additional responsibilities include

Subrecipient: City & County of San Francisco

Subaward #: K119 02 0380

following-up with client requests, supporting victim advocates in their assistance of victims, providing information and referrals to drop-in clients, updating resource and referral materials to be distributed to the public, and other administrative functions. Volunteers use timesheets to keep track of their time.

The Division expands its use of interns during the summer months to augment its ability to provide uninterrupted services to victims. All interns must pass a background check before acceptance into the Division.

All staff and volunteers working in these specialized units receives additional training and supervision to accommodate the unique needs of the target population. Specialized training includes: Cultural Humility, Implicit Bias, Trauma Informed Care and Advanced Advocacy.

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

Subrecipient City and County of San Francisco **Duns#** 143602105 **FIPS#** _____
Disaster/Program Title: Innovative Response to Marginalized Victims (KI) Program
Performance Period: 01/01/20 to 12/31/20 **Subaward Amount Requested:** \$ 163,145
Type of Non-Federal Entity (Check Box): State Gov. Local Gov. JPA Non-Profit Tribe

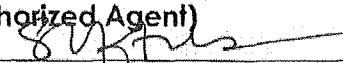
Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance,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

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

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

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 10,301,662
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

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

Signature: (Authorized Agent)  **Date:** 11.21.19

Print Name and Title: Suzy Loftus, Interim District Attorney **Phone Number:** (628) 652-4012

Cal OES Staff Only: SUBAWARD #

PROJECT SERVICE AREA INFORMATION

1. COUNTY OR COUNTIES SERVED: Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.
City and County of San Francisco

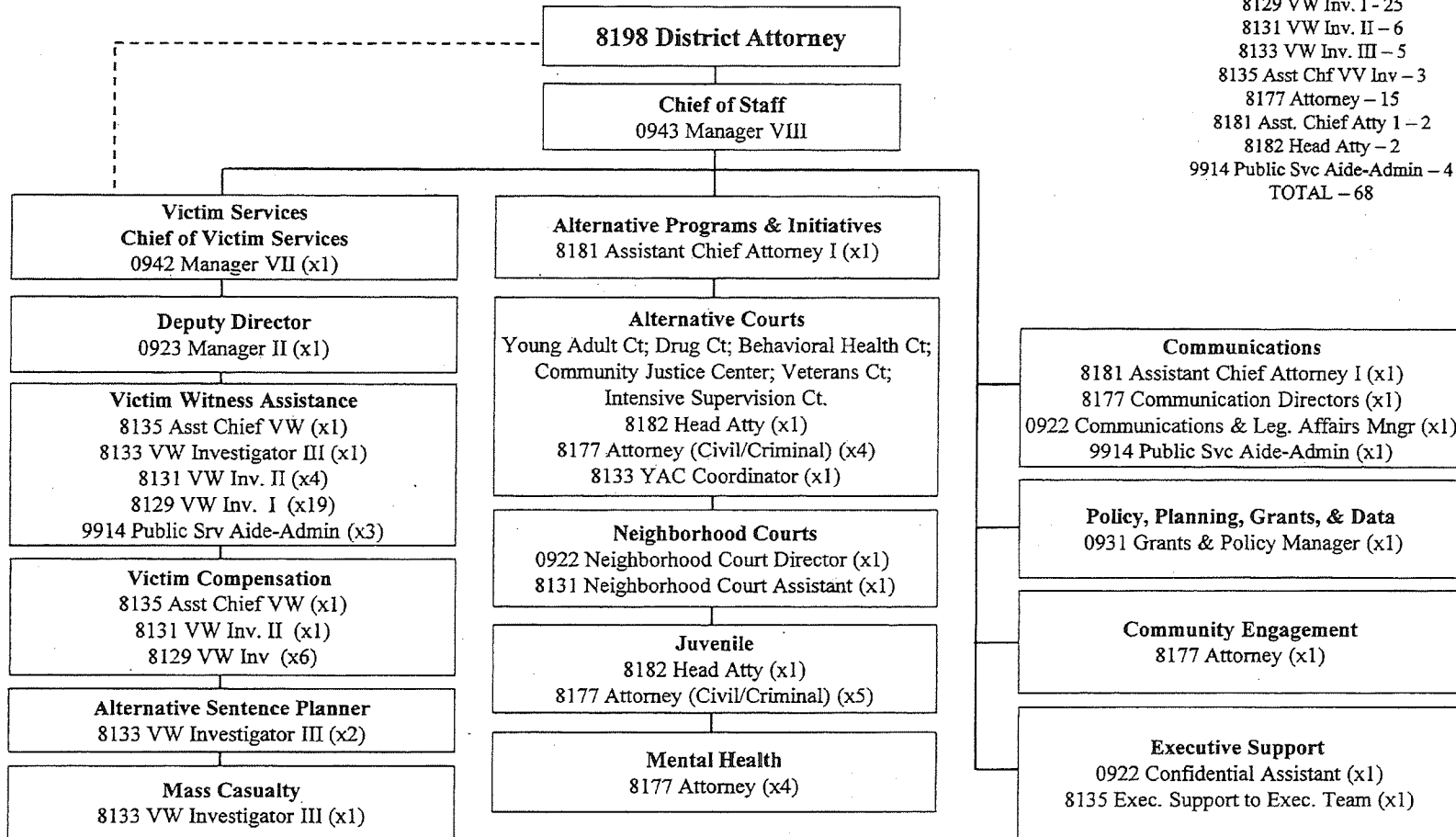
2. U.S. CONGRESSIONAL DISTRICT(S): Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.
12

3. STATE ASSEMBLY DISTRICT(S): Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.
17

4. STATE SENATE DISTRICT(S): Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.
11

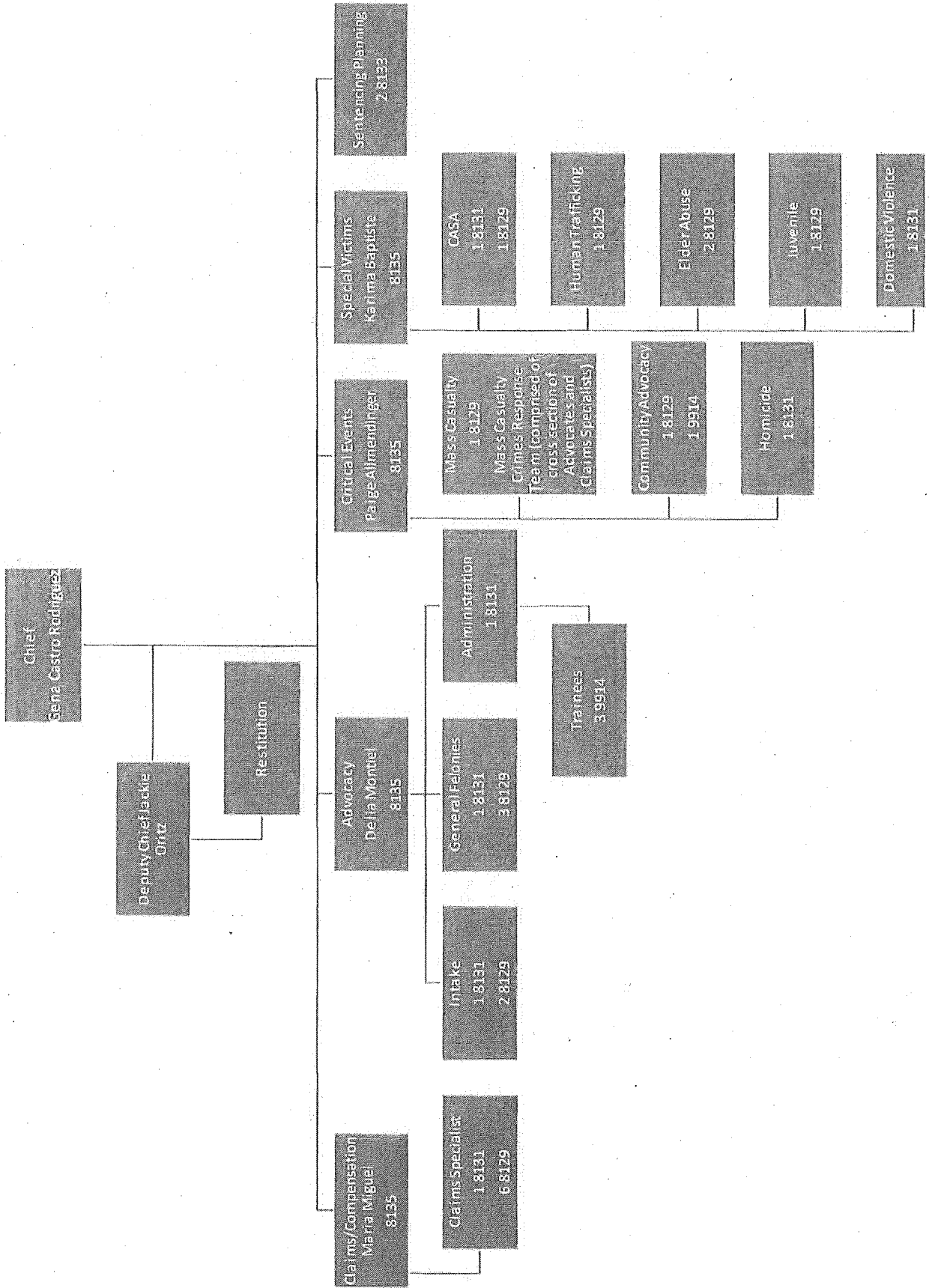
5. POPULATION OF SERVICE AREA: Enter the total population of the area served by the project.
870,887 (US Census 2016 estimates)

San Francisco District Attorney Justice Innovations and Policy Department Organizational Structure



- LEGEND**
- 0922 Manager I - 3
 - 0923 Manager II - 1
 - 0931 Manager III - 1
 - 0942 Manager VII - 1
 - 8129 VW Inv. I - 25
 - 8131 VW Inv. II - 6
 - 8133 VW Inv. III - 5
 - 8135 Asst Chf VW Inv - 3
 - 8177 Attorney - 15
 - 8181 Asst. Chief Atty 1 - 2
 - 8182 Head Atty - 2
 - 9914 Public Svc Aide-Admin - 4
 - TOTAL - 68**

San Francisco District Attorney
Victim Services Division



Operational Agreement

Purpose

This operational agreement stands as evidence that the San Francisco District Attorney's Office Victim Services Division and the San Francisco Department on the Status of Women intend to work together toward the mutual goal of coordinating services for victims of domestic violence, sexual assault, and human trafficking who are impacted by a mass casualty crime in San Francisco. Both agencies believe that coordination between the agencies, as described herein, will further this goal. To this end, each party agrees to participate.

Parties to this Agreement

The San Francisco Department on the Status of Women develops innovative programs and tools to advance women's human rights. Their flagship grants program, the Violence Against Women Intervention & Prevention Program, funds 27 community-based agencies to address domestic violence, sexual assault, and human trafficking.

The San Francisco District Attorney's Office Victim Services Division provides or arranges services to victims of all types of crime including: crisis intervention and emergency assistance, on-scene response to Family Resource Centers/Family Assistance Centers, information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

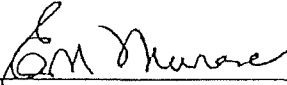
Rights and Responsibilities

By signing this operational agreement, each party agrees to the following:

1. In the case of a mass casualty crime incident where survivors of domestic violence, sexual assault, and/or human trafficking needed additional services, the San Francisco District Attorney's Office would contact the San Francisco Department on the Status of Women.
2. If contacted after a mass casualty crime incident regarding needs of domestic violence, sexual assault, and/or human trafficking survivors, the San Francisco Department on the Status of Women would reach out to their grantees that provide direct client services regarding the stated needs.
3. Both parties agree to coordinate services for on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible, coordinated system of comprehensive services for San Francisco victims after a mass casualty crime incident.

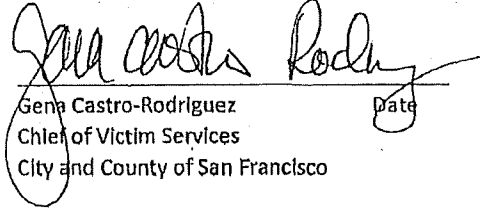
Duration

This operational agreement is effective from June 1, 2018 to May 31, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.



Emily M. Murase
Director, Department on the Status of Women
City and County of San Francisco

Date 6/11/2018



Genia Castro-Rodriguez
Chief of Victim Services
City and County of San Francisco

Date

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and the Chinese Newcomers Service Center (CNSC) intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

CNSC is a non-profit, community based agency that facilitates the adjustment process of Chinese immigrants and refugees by providing multiple services, including bilingual information and referral, adjustment counseling, translation and interpretation, jobs placement, immigration and forms assistance, public education workshops, ESL/citizenship classes, and volunteer income tax assistance.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.


RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

1. CNSC will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by CNSC.
2. VWAP will accept referrals from CNSC to assist those victims who need assistance in accordance with the services and the mission of VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration and training.
4. Both parties agree to work together towards the larger goal of creating an accessible, coordinated system of comprehensive services for San Francisco victims.

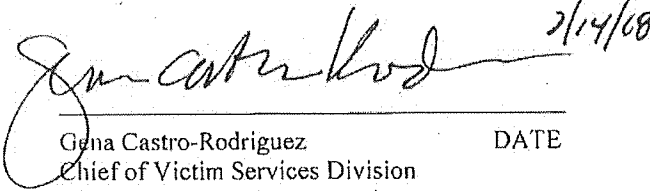
DURATION

This operational agreement is effective from March 1, 2018 to March 1, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.



George Chan
Executive Director of CNSC
City and County of San Francisco

3/21/18
DATE



Gena Castro-Rodriguez
Chief of Victim Services Division
City and County of San Francisco

2/14/08
DATE

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and the Community United Against Violence (CUAV) intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

CUAV provides a continuum of services to victims of hate crimes, hate violence and bias-motivated sexual assault. CUAV services include counseling, referrals, assault prevention education and sensitivity training.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

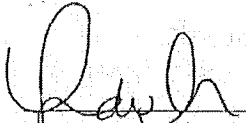
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

1. CUAV will accept referrals from VWAP staff for eligible LGBTQ clients who are in need of assistance in accordance with the service provided by CUAV.
2. VWAP will accept referrals from CUAV to assist those LGBTQ victims who need assistance in accordance with the services and the mission of VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration and training.
4. Both parties agree to work together towards the larger goal of creating an accessible, coordinated system of comprehensive services for San Francisco LGBTQ victims.

DURATION

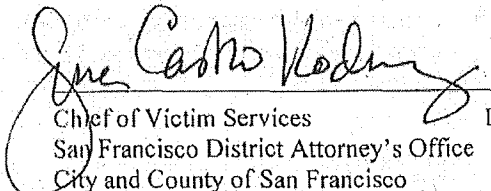
This operational agreement is effective from March 1, 2018 to March 1, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.



Director
Community United Against Violence
San Francisco, California

3/19/18

DATE



Chief of Victim Services
San Francisco District Attorney's Office
City and County of San Francisco

3/14/18

DATE

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and Department of Public Health Crisis Response Team (CRT), intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

The Department of Public Health Crisis Response Team provides support and services for the individuals and families affected by violence. Our diverse staff provides holistic legal, social, and educational services in more than a dozen languages including Cantonese, Chiu-Chow, Hindi, Japanese, Korean, Mandarin, Punjabi, Spanish, Tagalog, Taiwanese, and Vietnamese.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance, information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

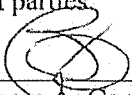
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:


1. CRT will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by CRT.
2. VWAP will accept referrals from the CRT to assist those victims who need assistance in accordance with the services it provides, including the expert prosecution of crimes of violence against elderly victims and disabled victims in accordance with the mission VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration and training.
4. Both parties agree to work together towards the larger goal of creating an accessible, coordinated system of comprehensive services for San Francisco victims.

DURATION

This operation agreement is effective from November 5, 2017 to November 30, 2020. This agreement may be terminated by either party or amended with the written consent of both parties.



Barbara A. Garcia, Director Date
Department of Public Health
City and County of San Francisco

 11/15/17

Gena Castro Rodriguez Date
Chief of Victim Services
City and County of San Francisco

Operational Agreement

PURPOSE

This operational agreement acknowledges the cooperative working relationship between the United States Attorney's Office, Victim Witness Assistance Program (FVWAP) and the Office of District Attorney George Gascón – Victim Services Division (VSD)

PARTIES TO THIS AGREEMENT

The FVWAP is responsible for providing victim notification and coordinating a variety of victim/witness assistance services during the prosecution.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance, information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

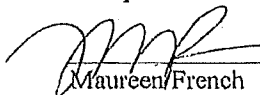
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

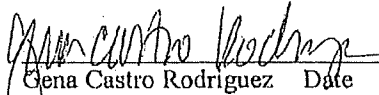
1. FVWAP will refer to the VSD, whenever appropriate, clients in need of court advocacy, victim compensation assistance and other services available from VSD.
2. VSD will refer clients to FVWAP for services, whenever appropriate.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration and training.
4. Both parties agree to work together towards the larger goal of creating an accessible, coordinated system of comprehensive services for San Francisco victims.

DURATION

This operation agreement is effective from December 1, 2017 to December 31, 2020. This agreement may be terminated by either party or amended with the written consent of both parties.


Maureen French
Program Director
Federal Victim Witness Assistance Program
United States Attorney's Office

1/18/18
Date


Gena Castro Rodriguez
Chief of Victim Services
City and County of San Francisco

11/15/17
Date

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and the Glide Foundation Women's Center (Glide) intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

The Glide Women's Center is a community of women committed to helping women take small steps towards healthier choices and happier lifestyles. The Women's Center provides outreach, drop-in support groups, intensive healing programs, and therapeutic social and recreational activities.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

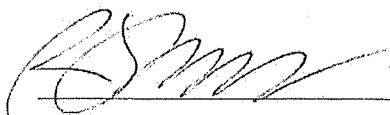
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

1. Glide will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by Glide.
2. VWAP will accept referrals from Glide to assist those victims who need assistance in accordance with the services and the mission of VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

DURATION

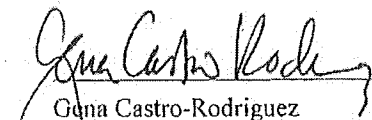
This operational agreement is effective from March 1, 2018 to March 31, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.



Rita Shimmin
Executive Director
The Glide Foundation Women's Center

Date

3/21/18



Gena Castro-Rodriguez
Chief of Victim Services
City and County of San Francisco

Date

3/14/18

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division, Larkin Street Youth Services, and Huckleberry Youth Programs intend to work together toward the mutual goal of providing maximum available support/assistance for homeless youth, including those who are victims of or highly at risk for trafficking and commercial sexual exploitation in San Francisco. To this end, each party agrees to participate.

Larkin Street Youth Services and Huckleberry Youth Programs agree to:

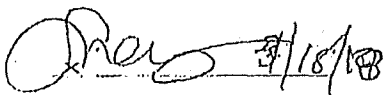
1. Provide outreach, shelter, and supportive services to homeless youth, including survivors of trafficking and commercial sexual exploitation.
2. Serve as a source of information and training on topics related to the issues of homeless youth, trafficking, and commercial sexual exploitation.
3. Maintain a working relationship with the District Attorney's Office through meetings and cross training, as possible and mutually agreed upon.

The San Francisco District Attorney's Office agrees to:

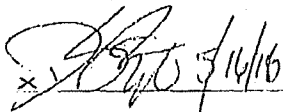
1. Operate in partnership and consultation with Larkin Street Youth Services and Huckleberry Youth Programs to ensure that perpetrators rather than victims of trafficking and commercial sexual exploitation are identified and prosecuted.
2. Maintain a working relationship with Larkin Street Youth Services and Huckleberry Youth Programs through meetings and cross training, as possible and mutually agreed upon.

DURATION

This operational agreement is effective from March 1, 2018 to March 31, 2021. This agreement may be terminated by either party or amended with the written consent of all parties.

 3/18/18

Signature DATE
Sherilyn Adams
Executive Director
Larkin Street Youth Services

 3/16/18

Signature DATE
Doug Styles
Executive Director
Huckleberry Youth Programs

 3/14/18

Signature DATE
Gina Castro-Rodriguez
Chief of Victim Services
SF District Attorney's Office

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and La Casa de Las Madres intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

La Casa de Las Madres offers domestic violence victims of all ages access to free, multilingual and confidential emergency residential and community-based, domestic violence-specific program services – from 24-hour crisis response, restraining order assistance and basic needs support to counseling, trauma and family-based interventions, resources advocacy and referrals.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance, information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

RIGHTS AND RESPONSIBILITIES

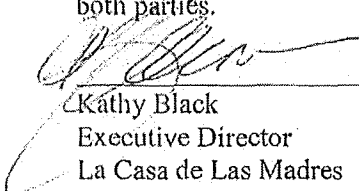
By signing this operational agreement, each party agrees to the following:

1. La Casa de Las Madres will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by La Casa de Las Madres.
2. VWAP will accept referrals from the La Casa de Las Madres to assist those victims who need assistance in accordance with the services it provides, including the expert prosecution of crimes of violence against elderly victims and disabled victims in accordance with the mission VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration and training.
4. Both parties agree to work together towards the larger goal of creating an accessible, coordinated system of comprehensive services for San Francisco victims.

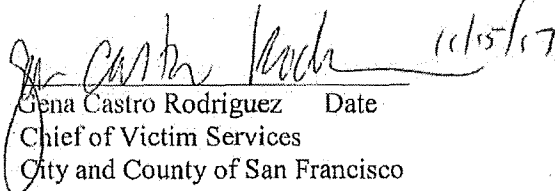
DURATION

This operation agreement is effective from December 1, 2017 to December 31, 2020.

This agreement may be terminated by either party or amended with the written consent of both parties.


Kathy Black
Executive Director
La Casa de Las Madres

11/21/17
Date


Gena Castro Rodriguez
Chief of Victim Services
City and County of San Francisco

11/15/17
Date

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and Mission Neighborhood Center (MNC); Capp Senior intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

Mission Neighborhood Center provides a wide range of social services, education programs and recreational activities that target low income seniors. The program offers services such as Computer Classes, ESL, Office Assistance, Food Distribution and Emergency Fund.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance, information and referral, assistance in filing for crime victim compensation and restitution, and orientation, and support through the criminal justice system.

RIGHTS AND RESPONSIBILITIES

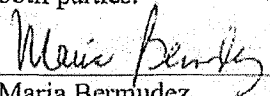
By signing this operational agreement, each party agrees to the following:

1. MNC-Capp St. Senior Center will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by MNC-Capp St.
2. VWAP will accept referrals from the MNC-Capp St. Senior Center to assist those victims who need assistance in accordance with the services it provides, including the expert prosecution of crimes of violence against elderly victims and disabled victims in accordance with the mission VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration and training.
4. Both parties agree to work together towards the larger goal of creating an accessible, coordinated system of comprehensive services for San Francisco victims.

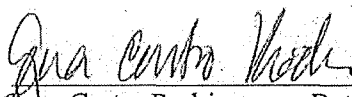
DURATION

This operation agreement is effective from December 1, 2017 to December 31, 2020.

This agreement may be terminated by either party or amended with the written consent of both parties.



Maria Bermudez Date
Director of Senior Services



Geha Castro Rodriguez Date
Chief of Victim Services
City and County of San Francisco



Strengthening
Families.
Ending Child
Abuse.

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Services Division (VSD) division and Safe & Sound intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

Safe & Sound is a nonprofit community-based organization that provides city-wide programming that seeks to prevent child abuse and reduce its devastating impact. Safe & Sound delivers services, develops policies, and works to improve the systems which respond to families with young children.

The Victim Services Division (VSD) provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

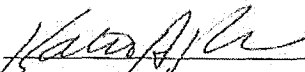
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

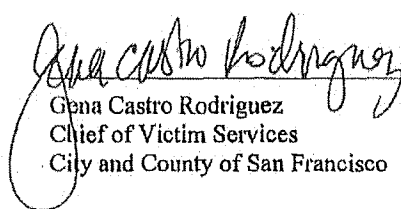
1. Safe & Sound will accept referrals from VSD staff for eligible clients who need assistance in accordance with the service provided by Safe & Sound.
2. VSD will accept referrals from Safe & Sound to assist those victims who need assistance in accordance with the services it provides, including the expert prosecution of crimes of violence against elderly victims and disabled victims in accordance with the mission of VSD.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

DURATION

This operational agreement is effective from April 1st, 2019 to April 1st, 2022. This agreement may be terminated by either party or amended with the written consent of both parties.


Katie Albright
Executive Director
Safe & Sound

4/19/2019
Date


Gena Castro Rodriguez
Chief of Victim Services
City and County of San Francisco

7/31/19
Date

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and San Francisco Adult Probation Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

The San Francisco Adult Probation Department assists probationers to successfully end supervision by completing mandates of probation. Helping offenders to be accountable to the terms of their probation will improve the lives of offenders and add to public safety.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

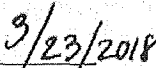
1. SF Adult Probation Department will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by SF Adult Probation Department.
2. VWAP will accept referrals from SF Adult Probation Department to assist those victims who need assistance in accordance with the services and the mission of VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

DURATION

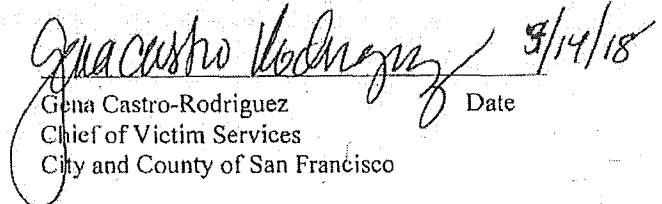
This operational agreement is effective from March 1, 2018 to March 31, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.



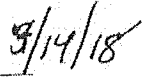
Karen Fletcher
Chief Adult Probation Officer
City and County of San Francisco



Date



Gena Castro-Rodriguez
Chief of Victim Services
City and County of San Francisco



Date



MEMORANDUM OF UNDERSTANDING
BETWEEN
SAN FRANCISCO DISTRICT ATTORNEY'S
VICTIM SERVICES DIVISION
AND
SAN FRANCISCO DEPARTMENT OF CHILD SUPPORT SERVICES

I. PURPOSE

The purpose of this Memorandum of Understanding is to formalize the partnership between the San Francisco District Attorney's Victim Services Division ("VSD") and the San Francisco Department of Child Support Services ("DCSS") in order to develop and expand a framework of cooperation that will assist both agencies with their goals of providing services that improve and enhance the lives of victims of crime and witnesses to crime with respect to their child support matters.

The parties recognize that this partnership results in a number of mutual benefits to public safety and child welfare through increased resources for victims of violence and improved access to child support services. The VSD achieves these benefits by assisting victims who are seeking advocacy and support or are in need of crisis intervention.

II. CONFIDENTIALITY

DCSS shall comply with all federal, state and local laws and regulations regarding the sharing and safeguarding of the confidentiality of information necessary for the administration of the collaborations set forth in this Memorandum of Understanding. (See Cal Family Code Sec. 17212 and C.F. R. 653(b), (c) and C.F.R. 303.21 and Evidence Code Sec. 952, and Evidence Code Sec. 953, and Evidence Code Sec. 955, and Sixth Amendment, United States Constitution).

III. GOAL

The goal of this collaboration is to provide a supportive resource to victims of crime that informs them of their right to secure financial support for their children.

IV. SERVICE ELIGIBILITY TARGET POPULATION

Recipients of services provided by the VSD who have children, whether or not there is an existing case on file with DCSS, are eligible for services as described in this Memorandum.

MEMORANDUM OF UNDERSTANDING VSD and SFDCCS

July 1, 2013

V. RESPONSIBILITIES

VSD shall have the following responsibilities:

1. Provide meeting space that is appropriate and conducive to confidential interviewing of referred victims and their needs;
2. Allow the posting and distribution of outreach notices, fliers, and case management materials provided by DCSS to service recipients of VSD;
3. Develop a method of referring victims receiving services through VSD to the DCSS liaison.

DCSS shall have the following responsibilities:

1. Provide enhanced child support services to victims receiving services through VSD by individually handling those cases, providing specialized attention and improved customer service through timely handling of child support tasks/services. Enhanced services include:
 - a. Provide victims with an explanation of their child support matters. This includes explaining:
 - i. Case opening procedures and child support case management workflows, specifically as they pertain to cases identified with the Family Violence Indicator;
 - ii. Rights and responsibilities regarding child support services;
 - iii. Rights and responsibilities for requesting Good Cause;
 - iv. Enforcement strategies for support obligations.
2. Review all victim's child support cases, including out-of-county orders, and take appropriate child support actions such as consolidating cases if needed and setting reasonable current orders and liquidation amounts with all existing child support obligations in mind.
3. Provide referrals, as requested, to the San Francisco Unified Family Court, Family Law Facilitators for assistance with custody and visitation matters.
4. Provide direct phone line accessibility to victims receiving services from VSD. The opportunity to make appointments will be available. These appointments can be conducted at the DCSS office but are not limited to that location.
5. Attend meetings, make presentations and hold workshops for victims receiving services through VSD and/or staff of VSD from time to time as requested by VSD;
6. Provide outreach materials and fliers for staff and victim service recipients of VSD regarding the services of DCSS and its outreach efforts, as requested by VSD;
7. Shall collaborate with the VSD to develop appropriate child support outreach materials that include public services messages, pamphlets, fliers, etc. in multiple languages to reach out to victims.

MEMORANDUM OF UNDERSTANDING VSD and SFDCSS

July 1, 2013

VI. ADMINISTRATION – APPOINTMENT OF LIAISONS

The Directors of VSD and DCSS shall designate liaisons from each department to administer this MOU. Authority of a designee to act hereunder shall not extend to amendment or modification of the terms of the MOU.

VII. COSTS

(a) DCSS shall bear the cost of meeting with all victims and providing the assistance needed for the victim's child support matters.

(b) VSD shall bear any additional cost that may be incurred for identifying victims with child support issues.

VIII. AMENDMENTS

The Directors of VSD and DCSS, by mutual assent, may amend or modify any or all of the terms of this MOU.

IX. DURATION OF MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding shall be effective on July 1, 2013 and shall continue as long as the needs of each agency are feasible, including budgetary considerations, and neither party makes any promise or inference of funding to one another.

X. TERMINATION, REVISION, OR RENEWAL

This Memorandum of Understanding may be terminated, revised, or renewed with the consent of Directors of VSD and DCSS.

XI. INTERPRETATION

No provision of this agreement is to be interpreted for or against either party because that party's legal representative drafted such provision, but this agreement is to be construed as if it were drafted by both parties hereto.

MEMORANDUM OF UNDERSTANDING VSD and SFDCCS

July 1, 2013

XII. ENTIRE AGREEMENT

This Agreement constitutes the full and final understanding and agreement of the parties with respect to the matters provided for herein, and supersedes all previous understandings, representations, commitments or agreements, oral or written, pertaining to the services provided for herein. No other understanding, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist or to bind either party hereto.

XIII. PARTIAL INVALIDITY

If any part of this Agreement shall be finally declared invalid or unenforceable by a court of competent jurisdiction, either party shall have the option to terminate this Agreement upon written notice to the other.

XIV. SEVERABILITY CLAUSE

If any provision of this Agreement or the application thereof is held invalid, such invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end, the provisions of this Agreement are severable.

XV. APPLICABLE LAW

This Agreement shall be governed by the laws of the State of California.

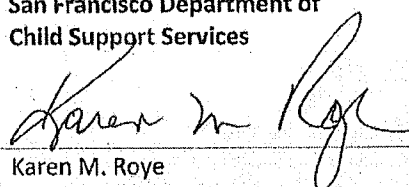
San Francisco District Attorney, Victim
Services Division



Maria Bee
Chief, Victim Services Division

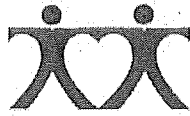
Date: 7/18/13

San Francisco Department of
Child Support Services



Karen M. Roye
IVD Director, Department Head

Date: 7/18/13



Operational Agreement

May 1, 2018- June 30, 2020

This agreement stands as evidence that **The Riley Center** and **Victim Witness Assistance Program** in the spirit of cooperation and collaboration, intend to work together toward the mutual goal of providing maximum available assistance to survivors of domestic violence and their children residing in the San Francisco Bay Area. This assistance shall consist of direct services, prevention education, working within a public health and cultural humility framework. To this end, each agency agrees to coordinate/provide the following:

- Victim Witness Assistance Program will provide mutual referrals of their clients when appropriate.
- The Riley Center and Victim Witness Assistance Program will work together to provide training to each other's staff in areas of respective expertise.
- Consultations will be held as needed between representatives of The Riley Center and Victim Witness Assistance Program to discuss strategies, the referral process, and implementation of services.

This agreement shall remain in effect until June 30, 2020, unless ended by either party.

We, the undersigned, as authorized representatives of **The Riley Center** and **Victim Witness Assistance Program**, do hereby approve this document.

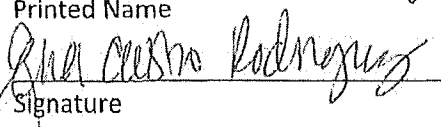
For The Riley Center


Emmanuel Carrie, MA, Program Director

5/17/18
Date

For Victim Witness Assistance Program

Gena Castro Rodriguez
Printed Name


Signature

Chief of SFDA Victim Services Division
Title

4/18/19
Date

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Services Division (VSD) division and San Francisco Special Victims Unit (SVU) intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

SVU investigates all incidents of sexual assaults of adults and minors in San Francisco. These investigations include cases involving cold-hit identification of suspects through DNA.

The Victim Services Division (VSD) provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

1. SVU will accept referrals from VSD staff for eligible clients who are in need of assistance in accordance with the service provided by SVU.
2. VSD will accept referrals from SVU to assist those victims who need assistance in accordance with the services it provides, including the expert prosecution of crimes of violence against elderly victims and disabled victims in accordance with the mission of VSD.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

DURATION

This operational agreement is effective from March 1, 2019 to March 1, 2022. This agreement may be terminated by either party or amended with the written consent of both parties.

CAPT. S. CHIN #847
SPECIAL VICTIMS UNIT

4/8/19

Capt. Sergio Chin
Special Victim Unit
City and County of San Francisco

Date

Gena Castro Rodriguez
Chief of Victim Services
City and County of San Francisco

4/3/19

Date

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and San Francisco Rape Treatment Center (RTC) intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

The San Francisco Rape Treatment Center provides 24 hour emergency medical care, crisis counseling, legal evidence collection, and follow up medical and psychological services for adult victims of rape and sexual violence. Other services include information and referrals regarding rape issues and community resources and rape education, prevention, and training programs for service agencies, health and mental health providers, law enforcement personnel and community faith groups.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance, information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.


RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

1. RTC will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by RTC.
2. VWAP will accept referrals from RTC to assist those victims who need assistance in accordance with the services and the mission of VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

DURATION

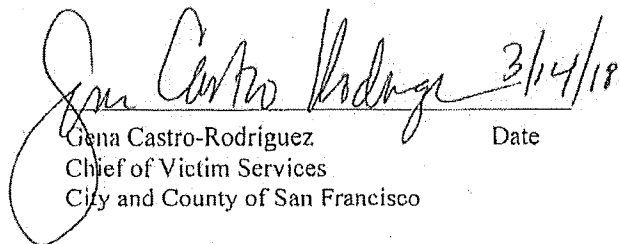
This operational agreement is effective from March 1, 2018 to March 31, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.



Alicia Buccellari Date

Rape Treatment Center, Executive Director
City and County of San Francisco

CATHERINE CLASSEN



Gena Castro-Rodriguez Date

Chief of Victim Services
City and County of San Francisco

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and San Francisco SAFE intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

SAFE provides crime prevention information in conjunction with the Police Department to help individuals protect themselves from crime. The services offered at SAFE include: encouraging neighborhood responsibility and public awareness in all phases of crime prevention, teaching common sense precautions, and providing residential and commercial physical security surveys.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

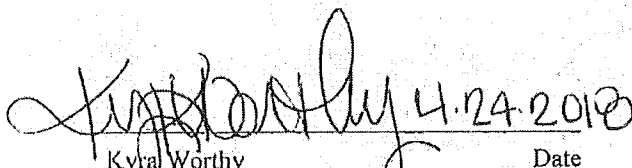
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

1. SAFE will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by SAFE.
2. VWAP will accept referrals from SAFE to assist those victims who need assistance in accordance with the services and the mission of VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

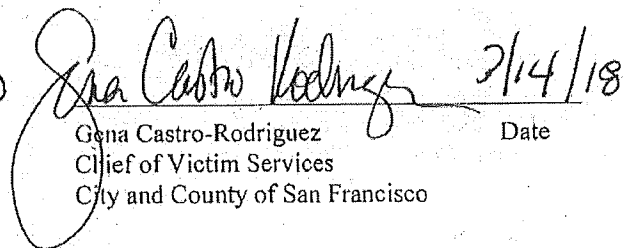
DURATION

This operational agreement is effective from March 1, 2018 to March 31, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.


Kyla Worthy
Executive Director of SAFE
City and County of San Francisco

Date

4.24.2018


Gena Castro-Rodriguez
Chief of Victim Services
City and County of San Francisco

Date

3/14/18

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and San Francisco Suicide Prevention intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

San Francisco Suicide Prevention is a 24-hour crisis intervention hotline providing emotional support, intervention and referrals as required by the caller.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

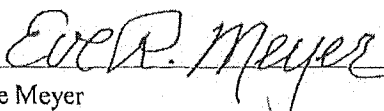
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

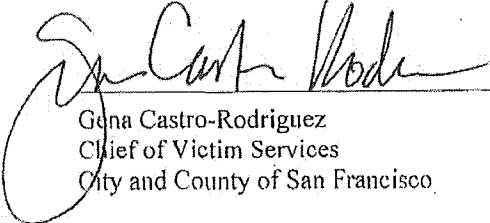
1. San Francisco Suicide Prevention accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by San Francisco Suicide Prevention.
2. VWAP will accept referrals from San Francisco Suicide Prevention to assist those victims who need assistance in accordance with the services and the mission of VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

DURATION

This operational agreement is effective from March 1, 2018 to March 31, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.



Eve Meyer Date
SF Suicide Prevention, Executive Director
City and County of San Francisco



Gena Castro-Rodriguez Date
Chief of Victim Services
City and County of San Francisco

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and the San Francisco Violence Prevention: The Wraparound Project intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

The San Francisco Violence Prevention: The Wraparound Project assist all young people who want to bring about positive change to their lives. The Wraparound Project aims to prevent the revolving door of injuries. Wraparound case managers address the root cause of violence and find resources in the community to address these factors.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

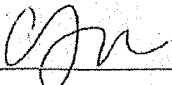
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

1. The Wraparound Project accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by The Wraparound Project.
2. VWAP will accept referrals from The Wraparound Project to assist those victims who need assistance in accordance with the services and the mission of VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

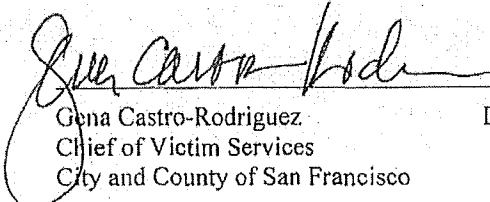
DURATION

This operational agreement is effective from March 1, 2018 to March 31, 2021. This agreement may be terminated by either party or amended with the written consent of both parties.



Catherine Julliard, MD, MPH Date
San Francisco Wrap Around Project, Director
City and County of San Francisco

3/27/18



Gena Castro-Rodriguez Date
Chief of Victim Services
City and County of San Francisco

3/14/18

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and the San Francisco Women Against Rape, intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of VWAP, as described herein, will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

San Francisco Women Against Rape provides resources, support, advocacy and education to strengthen the work of all individuals, and communities in San Francisco that are responding to healing from, and struggling to end sexual violence.

The Victim Witness Assistance Program provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance, information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

RIGHTS AND RESPONSIBILITIES

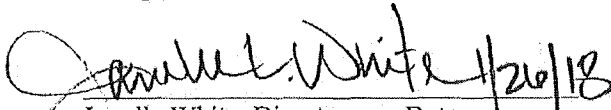
By signing this operational agreement, each party agrees to the following:

1. San Francisco Women Against Rape will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by San Francisco Women Against Rape.
2. VWAP will accept referrals from San Francisco Women Against Rape to assist those victims who need assistance in accordance with the services it provides, including the expert prosecution of crimes of violence against elderly victims and disabled victims in accordance with the mission VWAP.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration and training.
4. Both parties agree to work together towards the larger goal of creating an accessible, coordinated system of comprehensive services for San Francisco victims.


DURATION

This operation agreement is effective from December 1, 2017 to December 31, 2020.

This agreement may be terminated by either party or amended with the written consent of both parties.



Janelle White, Director Date
San Francisco Women Against Rape
City and County of San Francisco



Gena Castro Rodriguez Date
Chief of Victim Services
City and County of San Francisco

Operational Agreement

PURPOSE

This operational agreement stands as evidence that the Victim Services Division (VSD) division and the Child and Adolescent Support, Advocacy and Resource Center (CASARC) intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Francisco. Both agencies believe that implementation of Victim Witness Assistance Program (VWAP) (as described herein), will further this goal. To this end, each party agrees to participate.

PARTIES TO THIS AGREEMENT

CASARC provides sensitive medical and psychological crisis services to child victims of sexual abuse, physical abuse and severe neglect. Services include immediate crisis counseling, medical examination and treatment, medical forensic evidence collection, referrals, psychological assessment and counseling for victims and their families.

The Victim Services Division (VSD) provides or arranges services to victims of all types of crime, including: crisis intervention and emergency assistance information and referral, assistance in filing for crime victim compensation and restitution, and orientation and support through the criminal justice system.

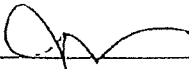
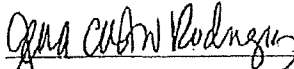
RIGHTS AND RESPONSIBILITIES

By signing this operational agreement, each party agrees to the following:

1. CASARC will accept referrals from VSD staff for eligible clients who need assistance in accordance with the service provided by CASARC.
2. VSD will accept referrals from CASARC to assist those victims who need assistance in accordance with the services it provides.
3. Both parties agree to cross-refer clients who may be appropriate for the other's services, coordinate services, and provide on-going consultation, collaboration, and training.
4. CASARC agrees, when appropriate, to offer clients/patients the option to have the VSD go-present for support while services are provided at CASARC on the ZSFG campus.
- 4.5. Families will have the right to decline the services of the VSD support dog. VSD is responsible for insuring that the dog has all required and recommended vaccinations and will be responsible for handling the dog while on the ZSFG campus.
- 5.6. Both parties agree to work together towards the larger goal of creating an accessible coordinated system of comprehensive services for San Francisco victims.

DURATION

This operational agreement is effective from June 1, 2019 to June 1, 2022. This agreement may be terminated by either party or amended with the written consent of both parties.

	5/23/19		4/3/19
Jessica Marques MSN, FNP-BC Nurse Practitioner, Clinical Forensic Manager Child and Adolescent Support, Advocacy and Resource Center	Date	Gena Castro Rodriguez Chief of Victim Services City and County of San Francisco	Date

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Lorna Garrido, Grants and Contracts Manager
DATE: February 24, 2020
SUBJECT: Accept and Expend Resolution for Subject Grant
GRANT TITLE: Innovative Response to Marginalized Victims Program

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

X Proposed grant resolution; original* signed by Department, Mayor, Controller

X Grant information form, including disability checklist

X Grant budget

X Grant application

X Grant award letter from funding agency

n/a Ethics Form 126 (if applicable)

n/a Contracts, Leases/Agreements (if applicable)

n/a Other (Explain):

Special Timeline Requirements:

Please schedule at the earliest available date.

Departmental representative to receive a copy of the adopted resolution:

Name: Lorna Garrido

Phone: (628) 652-4035

Interoffice Mail Address: DAT, 350 Rhode Island Street, North Building, Suite 400N

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).

Introduction Form

By a Member of the Board of Supervisors or Mayor

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

2020 MAR 17 PM 1:32

Time stamp
or meeting date

BY 

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):

Subject:

The text is listed:

Signature of Sponsoring Supervisor: 

For Clerk's Use Only