

File No. 180344

Committee Item No. 3

Board Item No. \_\_\_\_\_

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date April 26, 2018

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong

Date April 26, 2018

Completed by: Linda Wong

Date \_\_\_\_\_

1 [Accept and Expend Grant - California Governor's Office of Emergency Services,  
2 Innovative Response to Marginalized Victims Program - \$306,666]

3 **Resolution retroactively authorizing the Office of the District Attorney to accept and**  
4 **expend a grant in the amount of \$306,666 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, 2018, through December 31, 2019.**

7  
8 WHEREAS, The Office of the District Attorney applied for funding from the California  
9 Governor's Office of Emergency Services for the "Innovative Response to Marginalized  
10 Victims (KI) Program" and was awarded \$306,666; and

11 WHEREAS, The purpose of the grant is to provide vital services and resources to  
12 victims and witnesses of gang violence in order to disrupt the cycle of violence and prevent  
13 further victimization or perpetration of violence; and

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

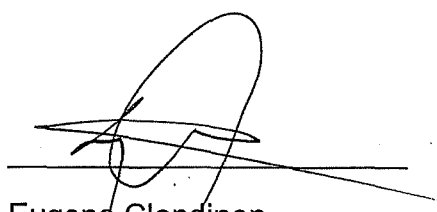
16 WHEREAS, The grant includes a required match of 20% of the project budget or  
17 \$76,667; the source of match is through volunteer hours and general funds; and

18 WHEREAS, The grant does not include indirect costs to maximize use of grant funds  
19 on direct services; now, therefore, be it

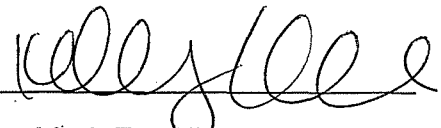
20 RESOLVED, That the Board of Supervisors hereby authorizes the Office of the  
21 District Attorney to retroactively accept and expend, on behalf of the City and County of  
22 San Francisco, a grant from the California Governor's Office of Emergency Services for the  
23 Innovative Response to Marginalized Victims Program in the amount of \$306,666 to  
24 enhance gang victim services.


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Recommended:



Eugene Clendinen  
Chief Administrative & Financial Officer  
for George Gascón  
District Attorney

Approved:   
for Mark Farrell  
Mayor

Approved:   
for Ben Rosenfield  
Controller

File Number: 180344  
(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: **(415) 553-9258**
4. Grant Approval Status (check one):  
 Approved by funding agency                       Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$306,666**
6. a. Matching Funds Required: **\$76,667**  
b. Source(s) of matching funds (if applicable): **Volunteer hours & staff hours paid through general funds (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 build a comprehensive community based victim service model that focuses on engaging victims of gang violence and young men of color involved in gang activity from the four neighborhoods in San Francisco most affected by this type of victimization. Residents of the four neighborhoods targeted in this project: 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. In an effort to address these issues, we are assigning Victim Services Advocates – from the community – to support community residents in the target areas. The role of the Advocates will be 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.**
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: **January 1, 2018**                      End-Date: **December 31, 2019**
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?

- b. 1. If yes, how much? **n/a**
- b. 2. How was the amount calculated? **n/a**
- 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:**

**\*\*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: 3/6/18 \_\_\_\_\_  
 \_\_\_\_\_  
 (Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Eugene Clendinen  
 (Name)  
Chief Administrative & Financial Officer  
 (Title)  
 Date Reviewed: 3/6/18 \_\_\_\_\_  
 \_\_\_\_\_  
 (Signature Required)

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: City and County of San Francisco				Subaward #: KI17 01 0380	
A. Personal Services – Salaries/Employee Benefits	16VOCA	16VOCA Match	17VOCA	17VOCA Match	COST
<b>SALARY:</b>					
8129 Victim/Witness Investigator 1 (2.00 Total FTE for 01/01/18-12/31/19) - Jovan Thomas \$2,962.72 bi-weekly x 26.10 pay periods x 1.67 FTE (01/01/18-08/31/19) <b>\$3,143.04 bi-weekly x 26.10 pay periods x 0.33 FTE (09/01/19-12/31/19)</b>	\$129,136		\$27,071		\$129,136 \$27,071
8129 Victim/Witness Investigator 1 (1.33 FTE for 01/01/18-08/31/19) -Maria Reynoso \$2,780.02 bi-weekly x 26.10 pay periods x 1.33 FTE (01/01/18-08/31/19) \$40 bilingual pay x 26.10 pay period x 1.333 FTE (01/01/18-08/31/19)	\$43,257 \$609	\$46,471 \$783		\$6,775	\$96,503 \$1,392
<b>BENEFITS:</b>					
Social Security: 6.2% annual rate x \$227,031 (01/01/18-08/31/19)	\$10,726	\$2,930		\$420	\$14,076
<b>Social Security: 6.2% annual rate x \$27,071 (09/01/19-12/31/19)</b>			\$1,678		\$1,678
Social Security - Medicare: 1.45% annual rate x \$227,031 (01/01/18-08/31/19)	\$2,509	\$685		\$98	\$3,292
<b>Social Security - Medicare: 1.45% annual rate x \$27,071 (09/01/19-12/31/19)</b>			\$393		\$393
Health Insurance: \$4,268 annual rate x 3.00 FTE (01/01/18-08/31/19)	\$12,804				\$12,804
<b>Health Insurance: \$4,268 annual rate x 0.33 FTE (09/01/19-12/31/19)</b>			\$1,408		\$1,408
Dependent Coverage: \$8,625 annual rate x 3.00 FTE (01/01/18-08/31/19)	\$21,138	\$4,184	\$553		\$25,875
<b>Dependent Coverage: \$8,625 annual rate x 0.33 FTE (09/01/19-12/31/19)</b>			\$2,848		\$2,848
Long Term Disability: 0.39% annual rate x \$227,031 (01/01/18-08/31/19)	\$675	\$184		\$26	\$885
<b>Long Term Disability: 0.39% annual rate x \$27,071 (09/01/19-12/31/19)</b>			\$106		\$106
Retirement: 23.92% annual rate x \$227,031 (01/01/18-08/31/19)	\$41,382	\$11,303		\$1,621	\$54,306
<b>Retirement: 23.92% annual rate x \$27,071 (09/01/19-12/31/19)</b>			\$5,433	\$1,042	\$6,475
Unemployment Insurance: 0.27% annual rate x \$227,031 (01/01/18-08/31/19)	\$469	\$127		\$17	\$613
<b>Unemployment Insurance: 0.27% annual rate x \$27,071 (09/01/19-12/31/19)</b>			\$73		\$73
Dental Rate: \$1,321 annual rate x 3.00 FTE (01/01/18-08/31/19)	\$3,963				\$3,963
<b>Dental Rate: \$1,321 annual rate x 0.33 FTE (09/01/19-12/31/19)</b>			\$436		\$436
<b>Personal Section Totals</b>	<b>\$266,667</b>	<b>\$66,667</b>	<b>\$39,999</b>	<b>\$10,000</b>	<b>\$383,333</b>
<b>PERSONAL SECTION TOTAL</b>					<b>\$383,333</b>







EDMUND G. BROWN JR.  
GOVERNOR

MARK S. GHILARDUCCI  
DIRECTOR



**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

**Proposal Cover Sheet**

**RFP PROCESS**

**INNOVATIVE RESPONSE TO MARGINALIZED VICTIMS (KI) PROGRAM**

Submitted by:

George Gascón  
District Attorney  
City and County of San Francisco  
850 Bryant Street, Room 322  
San Francisco, CA 94103  
415-553-1741

(Cal OES Use Only)

Cal OES#	FIPS#	VS #	Subaward #
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## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

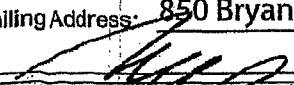
The California Governor's Office of Emergency Services (Cal OES), makes a Grant Subaward of funds set forth to the following:

1. Subrecipient: City and County of San Francisco 1a. DUNS#: 143602105
2. Implementing Agency: San Francisco District Attorney's Office 2a. DUNS#: 143602105
3. Implementing Agency Address: 850 Bryant Street, Room 320 San Francisco 94103  
Street City Zip+4
4. Location of Project: 850 Bryant Street, Room 320 San Francisco 94013  
City County Zip+4
5. Disaster/Program Title: Community Victim Services Unit 6. Performance Period: 10/1/17 to 9/30/19
7. Indirect Cost Rate:  N/A;  10% de minimis;  Federally Approved ICR \_\_\_\_\_ %

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2017	8. VOCA		\$306,666		\$76,667		\$76,667	\$383,333
Select	9. Select						0	0
Select	10. Select						0	0
Select	11. Select						0	0
Select	12. Select						0	0
	<b>TOTALS</b>	0	\$306,666	\$306,666	\$76,667	0	\$76,667	<sup>12. G Total Project Cost:</sup> \$383,333

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:		16. Federal Employer ID Number: <u>946000417</u>	
Name: <u>George Gascón</u>	Title: <u>District Attorney</u>		
Telephone: <u>(415) 553-1741</u> <small>(area code)</small>	FAX: <u>(415) 575-8815</u> <small>(area code)</small>	Email: <u>district.attorney@sfgov.org</u>	
Payment Mailing Address: <u>850 Bryant Street, Room 322</u>	City: <u>San Francisco</u>	Zip+4: <u>94103-4604</u>	
Signature: 	Date: <u>9-18-17</u>		

**[FOR Cal OES USE ONLY]**

I hereby certify upon my own 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: _____
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## GRANT SUBAWARD FACE SHEET INSTRUCTIONS

Cal OES Section: The top portion of the form contains blocks for four (4) important numbers.  
Please do not fill in these blocks. These numbers will be entered by Cal OES.

### 1. Subrecipient

The Subrecipient is the unit of government or community based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced). Enter the legal title of the Subrecipient.

### 1a. Federal DUNS Number (Subrecipient)

Enter the full 9-digit Federal Data Universal Numbering System (DUNS) ID number for the Subrecipient. If the Subrecipient does not yet have a DUNS number assigned, one may be obtained by contacting Dun & Bradstreet at 866-705-5711 or at [www.dnb.com](http://www.dnb.com). This requirement applies to federally funded grants only. Your DUNS # must be current and active in the System for Award Management (SAM) at the time of your Award.

### 2. Implementing Agency

Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the implementing Agency is the same as the Subrecipient, enter the same title again.

### 2a. Federal DUNS Number (Implementing Agency)

Enter the full 9-digit Federal Data Universal Numbering System (DUNS) ID number for the Implementing Agency. If the Implementing Agency does not yet have a DUNS number assigned, one may be obtained by contacting Dun & Bradstreet at 866-705-5711 or at [www.dnb.com](http://www.dnb.com). This requirement applies to federally funded grants only. Your DUNS # must be current and active in the System for Award Management (SAM) at the time of your Award.

### 3. Implementing Agency Address

Enter the address of the Implementing Agency. Provide the complete nine digit zip code (Zip+4).

### 4. Location of Project

Enter the City and County/Operational Area where the project is located. Provide the complete nine digit zip code (Zip+4).

### 5. Disaster/Program Title

Enter the name of the Disaster or Program providing the funds for this Grant Subaward. A disaster may be referred by the federal declaration number. Program titles should be complete without the use of acronyms.

### 6. Performance Period

Enter beginning and ending dates of the performance period for the Grant Subaward. (mm/dd/yy)

### 7. Indirect Cost Rate

Indicate whether you are using the 10% de minimis rate based on Modified Total Direct Costs (MTDC) or your cognizant agency approved indirect cost rate agreement. A copy of the approved ICR Negotiation Agreement must be enclosed with your application. Indicate N/A if you will not be claiming indirect costs under the award. *Indirect costs may or may not be allowable under all Federal fund sources.*

### 8A – 12G. Fund Allocations and Total Project Cost

For each fund source used in the program, select the correct grant year and acronym from the drop down lists, the amount of state or federal funds requested, the amount of cash *and/or* in-kind match contributed and the resulting totals. Please do not enter both state and federal on the same line. Block 12G should correspond to the total project cost specified in the budget.

### 13. Certification Paragraph

Please review the certification paragraph.

### 14. CA Public Records Act

Please review, and if applicable, provide the necessary documentation.

### 15. Official Authorized to sign for the Subrecipient

Enter the name, title, telephone number, and e-mail address of the official authorized to enter into the Grant Subaward for the Subrecipient as stated in Block 1 of the Grant Subaward Face Sheet (Cal OES 2-101). Enter the Payment Mailing Address where grant funds should be sent.

### 16. Federal Employer ID Number

Enter the 9-digit Federal Employer Identification Number for the Agency.

Provide an original signature of the authorized official. The use of white out or tape is prohibited and will invalidate the signature on the Grant Subaward Face Sheet.

**PROJECT CONTACT INFORMATION**

Subrecipient: City and County of San Francisco

Subaward #: \_\_\_\_\_

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.

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

Name: Gena Castro Rodriguez Title: Chief of Victim Services Division

Telephone #: 415-734-3359 Fax#: 415-553-105 Email Address: gena.castrorodriguez@sfgov.org

Address/City/Zip: 850 Bryant Street Room 320 San Francisco, CA 94103

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

Name: Eugene Clendinen Title: Chief Administrative & Fiscal Officer

Telephone #: 415-553-1895 Fax#: 415-553-976 Email Address: eugene.cleindinen@sfgov.org

Address/City/Zip: 850 Bryant Street, Room 322, San Francisco, CA 94103

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

Name: Jackie Ortiz Title: Deputy Chief of Victim Services

Telephone #: 415-558-2408 Fax#: 415-553-105 Email Address: jacqueline.ortiz@sfgov.org

Address/City/Zip: 850 Bryant Street, Room 322, San Francisco, CA 94103

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

Name: Sheila Arcelona Title: Assistant Chief, Finance & Administration

Telephone #: 415-734-3018 Fax#: 415-553-976 Email Address: sheila.arcelona@sfgov.org

Address/City/Zip: 850 Bryant Street, Room 322, San Francisco, CA 94103

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: George Gascón Title: District Attorney

Telephone #: 415-553-1741 Fax#: 415-575-881 Email Address: district.attorney@sfgov.org

Address/City/Zip: 850 Bryant Street, Room 322, San Francisco, CA 94103

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 14 of the Grant Subaward Face Sheet:

Name: George Gascón Title: District Attorney

Telephone #: 415-553-1741 Fax#: 415-575-881 Email Address: district.attorney@sfgov.org

Address/City/Zip: 850 Bryant Street, Room 322, San Francisco, CA 94103

7. The **chair** of the **Governing Body** of the subrecipient:

Name: London Breed Title: President, Board of Supervisors

Telephone #: 415-554-7630 Fax#: 415-554-765 Email Address: london.breed@sfgov.org

Address/City/Zip: City Hall, 1 Dr. Carlton B. Goodlett Place, 2nd Floor, San Francisco, CA 94102

## PROJECT CONTACT INSTRUCTIONS

1. Provide the name, title, address, telephone number, fax number and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, fax number and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, fax number and e-mail address for the **person** having **routine programmatic responsibility** for the project.
4. Provide the name, title, address, telephone number, fax number and e-mail address for the **person** having **routine fiscal responsibility** for the project.
5. Provide the name, title, address, telephone number, fax number and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, fax number and e-mail address for the **person** who is the **Official Authorized** to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 14 of the Grant Subaward Face Sheet (Cal OES 2-101).
7. Provide the name, title, address, telephone number, fax number and e-mail address for the **Chair** of the **governing body** of the subrecipient.

# SIGNATURE AUTHORIZATION

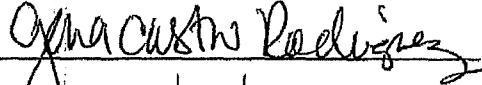
Subaward #: \_\_\_\_\_

Subrecipient: City and County of San Francisco


Implementing Agency: San Francisco District Attorney's Office/Victim Services Division

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

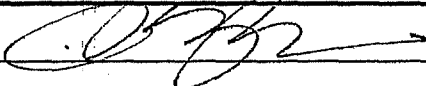
**\*Project Director:** Gena Castro Rodriguez

Signature:   
Date: 9/14/17

**\*Financial Officer:** Eugene Clendinen


Signature:   
Date: 9/14/17

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

  
Signature

Jacqueline Ortiz

Print Name

  
Signature

Delia Montiel

Print Name

Signature

Print Name

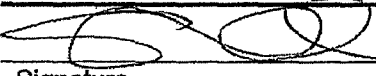
Signature

Print Name

Signature

Print Name

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

  
Signature

Sheila Arcelona

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

## **SIGNATURE AUTHORIZATION INSTRUCTIONS**

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the Grant Subaward Forms package. The Subrecipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf on all grant-related matters.**

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

The applicant must complete a Certification of Assurance of Compliance-VOCA (Cal OES 2-104f), which includes details regarding Federal Grant Funds, Equal Employment Opportunity Program, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, Civil Rights Compliance, and the special conditions for Subaward with the above mentioned fund. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the applicant formally notifies Cal OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.



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

I, \_\_\_\_\_ 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: San Francisco District Attorney's Office/Victim Services Division  
PROJECT TITLE: Community Victim Services for Victims Affected by Gang Violence

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 ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. 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: 850 Bryant Street, Room 322, San Francisco, CA 94103-4600  
Phone: 415-553-9027  
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**

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://oip.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. 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").

### **5. 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.

### **6. 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:

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

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

#### 7. 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.

#### 8. 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:

- 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
- 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:

- 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

- 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.

9. 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.

10. 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.

11. 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>.

12. 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.

13. 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.

14. 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.

15. 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.

16. 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.

17. Computer Network Requirements

The Subrecipient understands and agrees that:

- a. No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography; and
- b. Nothing in the previous subsection limits the use of funds necessary for any federal, state, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecutions, or adjudication activities.

18. Prohibit Use of Funds for Association of Community Organizations for Reform Now (ACORN) and its Subsidiaries

The Subrecipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract of subaward to either the ACORN or its subsidiaries, without the expressed prior written approval of OJP.


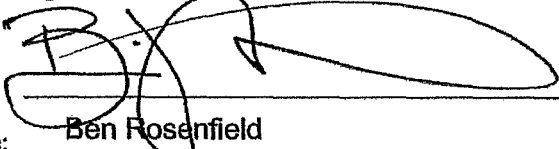
19. Access to Records

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.

20. Nondiscrimination in Programs Involving Students

The Subrecipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs or students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.

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.

<b>CERTIFICATION</b>			
<p>I, the official named below, am the same individual authorized to sign the 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.</p>			
Authorized Official's Signature:	 _____		
Authorized Official's Typed Name:	<u>George Gascon</u> _____		
Authorized Official's Title:	<u>District Attorney</u> _____		
Date Executed:	<u>9-18-17</u> _____		
Federal Employer ID #:	<u>94-6000417</u>		
Federal DUNS #	<u>143602105</u>		
Current System for Award Management (SAM) Expiration Date:	<u>December 12, 2017</u> _____		
Executed in the City/County of:	<u>San Francisco</u> _____		
<p><b>AUTHORIZED BY:</b> <i>(not applicable to State agencies)</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> City Financial Officer  <input type="checkbox"/> City Manager  <input type="checkbox"/> Governing Board Chair         </td> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> County Financial Officer  <input type="checkbox"/> County Manager         </td> </tr> </table> <p style="margin-top: 10px;">Signature:             _____</p> <p>Typed Name: <u>Ben Rosenfield</u>            _____</p> <p>Title: <u>Controller, City &amp; County of San Francisco</u>            _____</p>		<input checked="" type="checkbox"/> City Financial Officer <input type="checkbox"/> City Manager <input type="checkbox"/> Governing Board Chair	<input checked="" type="checkbox"/> County Financial Officer <input type="checkbox"/> County Manager
<input checked="" type="checkbox"/> City Financial Officer <input type="checkbox"/> City Manager <input type="checkbox"/> Governing Board Chair	<input checked="" type="checkbox"/> County Financial Officer <input type="checkbox"/> County Manager		



## Project Narrative

### PROBLEM STATEMENT

#### *Demographics and Victim Focus Population*

The City and County of San Francisco is the financial and cultural core of a metropolitan area composed of nine Bay Area counties with a combined population that exceeds 7 million people. San Francisco, the only city-county dual jurisdiction government in California, covers approximately 46 square miles and is home to an estimated 863,732 people (U.S. Census Bureau Quickfacts). Although the city enjoys one of the highest average household incomes in California, \$105,000, and highest education levels with more than 69% holding at least an associate's degree, there is unfortunately great disparity in resources in the community. Socio-economic disparities have had profound impact on some neighborhoods for generations. The economic growth from technology, biotech and real estate has positively impacted some, but not all.

In San Francisco, four zip codes have been identified for disparities of income, violence, victimization and crime associated with gang violence. These neighborhoods are in the Eastern and Southern half of the city and include the Bay View (94124), Visitation Valley (94134), Mission (94110), and the Excelsior (94112). These communities are comprised predominately people of color who are also low-income, and meet one of six other criteria: limited English proficiency, zero-vehicle households, seniors aged 75 and up, people with disabilities, single-parent families or cost-burdened renters. These four neighborhoods have the highest number of gang related crimes and violence and those crimes have huge impact on the children, youth, families and elders living there.

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The San Francisco District Attorney's Office Victim Service Division (SFDA VSD) proposes to build a comprehensive community based victim service model that focuses on engaging victims of gang violence and young men of color involved in gang activity from the four neighborhoods in San Francisco most affected by this type of victimization. The goal of the project is to provide vital services and resources to victims and witnesses of gang violence in order to disrupt the cycle of violence and prevent further victimization or perpetration of violence.

***Marginalization Factors, Challenges and Need for Focused Services***

Violence is caused by multiple risk factors including poverty, poor housing, illiteracy, substance abuse, mental illness, community disintegration, and witnessing and experiencing violence.

The four neighborhoods identified for this project: the Bayview, Visitation Valley, Mission and Excelsior have long histories of gang violence, violence and victimization. Most families there are impacted by or involved in criminal activity, as a victim and/or offender. The prevalence of gun violence in these neighborhoods has resulted in the community as a whole feeling the impacts of exposure to violence, either as a direct victim or witness (seeing and hearing gunfire), or through the loss of friends and family members, or through the apprehension that people carry with them in their daily lives.

Gang violence can have a profound impact on individuals, families and communities. Youth and adults involved in gang violence are not only at risk to physical harm and death, but also experience high correlations with other high risk behaviors like substance abuse, sexual risk taking, poor physical health and chronic victimization. It is not only the person involved in the gang that suffers these consequences, families are also broken as a result of the violence, incarceration, and fragmented relationships.

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Young men of color in gangs are engaging in deadly rivalries, where their status as offender or victim can depend on the luck of a shot. In addition, the close-knit nature of the predominately African American and Latino communities has led to a complex web in which victims and offenders, and their own families, have deep and longstanding connections with each other. Community violence decreases the real and perceived safety of a neighborhood; disrupting social networks by inhibiting social interactions and causing chronic stress among the residents who have to worry about their safety. Children who grow up in violent neighborhoods are particularly vulnerable. Witnessing and experiencing violence disrupts early brain development and has long term impact on physical, emotional and behavioral health including increased risk for victimization, depression, suicide attempts, smoking, obesity, high risk sexual behaviors, truancy, unintended pregnancy, eating disorders and substance abuse. Children who directly and indirectly witness gang violence are also at risk as innocent victims of violence. Additionally, people living in communities inside gang territories experience chronic stress and mental health problems that can lead to chronic disease, according to the Center for Disease Control (CDC).

### ***Statistics and Support of Need***

The last twenty years there has been a steep population growth in San Francisco. Due to limited existing and new housing, many of the once affordable, working class neighborhoods now have skyrocketing rents and home values. As young, affluent people move into the city, poor children, families and elders are even further marginalized and displaced. The changing demographics of these neighborhoods have resulted in shifts in offender/victim demographics as well. As African American, Latino and Samoan families have moved into the four neighborhoods targeted in this proposal, and particularly in public housing complexes, there has been an increase in violent

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gang crimes, with deadly results. Many families have expressed concern about being targeted for robberies, but may be wary of law enforcement based on experiences with government practices in their countries of origin. An influx of monolingual Latino families has led to additional unmet service needs – and community members who may be reluctant to turn to law enforcement due to immigration status.

SFDA's VSD data for fiscal year 2016 provide a snapshot of services rendered during that year. The Division served nearly 8,500 (charged and uncharged) victims of violent crime, and 1/3 of all crime victims came from 4 zip codes 94110 (9%), 94112 (8%), 94124 (10%) and 94134 (5%). According to the most recent data, 8% of those victims were under the age of 18 and 12% were between the ages of 18-24. Additionally, 30% were Latino, who represent 15% of SF population and 19% were African American, compared who only represents 6% of the SF population. In 2016 there were 58 homicides reported in San Francisco, 40 of which were the result of gun violence. Additionally, in 2016 there were 6,777 reported violent crimes (rape, aggravated assault and sex trafficking) and gun violence rose by 45% from the prior year. In that same year there were 189 gun violence victims and police seized 1,216 firearms in San Francisco. Also, between July 2016 and July 2017, the SFDA Gang Unit 152 felony gang cases presented to the district attorney's office, 80% of which were charged with felonies. When compared to the crime data for the same neighborhoods, it is clear we are not engaging the majority of victims affected by these crimes. This vicious cycle of victimization and crime is a reflection of unidentified/assessed/treated trauma. This requires a targeted, innovative plan to address the challenges and build on the resiliencies.

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## 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 two 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 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 an effort to address these issues, we are proposing to hire two full-time Victim Services Advocates -- from the community -- to support community residents in the target areas. The Advocates will be stationed at two of our partner agencies. The first is Child Advocacy Center, located in Eastern Bayview, and 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 addition to providing services at this site, the Bayview/Visitation Valley advocate will provide services at multiple service agency partners (see Operational Agreements) to outreach to victims and community members.

The second site where the Mission/Excelsior advocate will be out stationed is at University of California, San Francisco Zuckerberg General Hospital in the Mission district, the city's only.

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Trauma One hospital. We will have a satellite office at the facility and it is centrally located and easily accessible to Mission and Excelsior residents by public transportation. At this location we will partner with a comprehensive UCSF Wrap-Around Program targeting victim of gun violence. The Wraparound Project works to reduce injury and criminal recidivism in the most vulnerable victims. It serves as a vital point of entry, providing mentorship and linking clients to essential risk-reduction resources. The hospital based satellite office is key in serving the Mission and Excelsior districts as the Latino gangs prevalent in these two areas are very territorial and a safe, neutral space is needed to engage the highest risk victims/witnesses. In addition to this site, the Mission/Excelsior advocate will provide services at multiple service agency partners (see Operational Agreements) to outreach to victims and community members. Both Advocates will 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. Under this new program, the Victim Services Division Community Advocates would also respond to gang violence incidents.

The role of the Advocates will be 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 will take a holistic approach to serving victims – regardless of whether the incident results in a court case – assisting them in connecting with resources including housing, employment, legal services, health and mental health, and other community based services. For

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crimes that do result in criminal prosecution, the Advocates will 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 will differ from current SFDA staffing in several key ways:

a. We will identify individuals with roots in the target communities to fill these positions.

Ideally, the individuals will have grown up in the community, had exposure to the justice system and other City systems, and maintains connections with community members.

b. The Advocates roles will be broader than our centrally located Victim Services staff; they will have a continual community presence, including at community events and stakeholder meetings.

A significant part of the Advocates time, at least initially, will be dedicated to providing accurate, consistent information about SFDA Victim Services throughout the targeted communities.

c. The Advocates will build 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 will be a member 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.

The Community Victim Advocate team will be 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, in an effort to decrease future violence

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and victimization. . The Community Advocates also will play a key role in public awareness campaigns around the SFDA's Victim Services Division, gangs violence, victimization and victim assistance.

***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: Recruit, hire and train 2 Advocates to be out-stationed in neighborhoods most affected by gang 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.*

Objectives 1: Engage with community members, schools and service agencies in order to inform them about services and resources for victims and witness of crime at 10 events per year.

Objectives 2: Outreach at 10 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 training 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 course of the grant period to inform public about accessing mental health services for victim and witness of gang violence.

### ***24 Month Timeline***

#### **Year One:**

Q1: Recruit, hire, train two community based advocates

Set-up advocates in outstation office in the community.

Meet with and partner with 1 service providers and community stakeholders

Q2: Provide victim services to 133 victims/witness of gang violence

Meet with and partner with 3 service providers and community stakeholders

Outreach to community members at 4 events

Provide training on Victim Services, Victim Compensation and effects of gang violence to 1 group

Q3: Provide victim services to 133 victims/witness of gang violence

Meet with and partner with 3 service providers and community stakeholders

Outreach to community members at 3 events

Provide training on Victim Services, Victim Compensation and effects of gang violence

Subrecipient: City & County of San Francisco/SFDA

Subaward #: \_\_\_\_\_

to 1 group

Q3: 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 violence

to 1 group

**Year 2:**

Q1: Provide victim services to 100 victims/witness of gang violence

Meet with and partner with 3 service providers and community stakeholders

Outreach to community members at 3 events

Provide training on Victim Services, Victim Compensation and effects of gang violence

to 1 group

Q2: Provide victim services to 100 victims/witness of gang violence

Meet with and partner with 3 service providers and community stakeholders

Outreach to community members at 3 events

Provide training on Victim Services, Victim Compensation and effects of gang violence

to 1 group

Q3: Provide victim services to 100 victims/witness of gang violence

Meet with and partner with 3 service providers and community stakeholders

Outreach to community members at 3 events

Provide training on Victim Services, Victim Compensation and effects of gang violence

Subrecipient: City & County of San  
Francisco/SFDA

Subaward #:

to 2 groups

Q4: Provide victim services to 100 victims/witness of gang violence

Meet with and partner with 3 service providers and community stakeholders

Outreach to community members at 3 events

***Alignment with KI grant***

The proposed program is aligned with the KI grant purpose of 1) responding to emotional and physical needs of crime victims; 2) helping primary and secondary victims of crime stabilize their lives after victimization, 3) help victims to understand and participate in the criminal justice system, and 4) provide victims with a measure of safety and security. The focus of the project is on serving primary and secondary victims of gang violence, including an emphasis on young men of color involved in gang in order to break the cycle of violence and victimization.

***Innovation in Project Design, Impact and Sustainability***

In addition to the comprehensive services provided by the Victim Services Division, the Community Advocacy program will allow the Division to expand and extend its reach into the communities most affected by violent gang 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 violence. Our approach to community based advocacy will allow us to build trusting relationships in communities most affected by gang violence, but historically underserved by victim of crime services. Over the course of two years, we will serve approximately 400 primary and secondary victim of crime in this program. Our plan is 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.

Subrecipient: City & County of San Francisco/SFDA

Subaward #: \_\_\_\_\_

## CAPABILITIES

### *Direct Services*

The SFDA's Victim Services Division has a long history of providing direct services to the victims of crime in San Francisco. For the last forty years, the Division has worked to address the needs of violent crime. In 2016, the Division served nearly 8,500 victims, process \$1.6 million in crime victim compensation and presented 350 hours community training. With a staff of 24 Advocates and 7 Claim Specialists, the Division has a deep impact on the health, safety and recovery of crime victims in San Francisco.

### *Marginalized Victims*

For the last three years, the Division has worked very hard to engage the city's most vulnerable victims of crime. Specialized programs for victims of sexual assault, human trafficking, elder abuse and domestic violence are among a few of the innovative strategies to meet the unique needs of vulnerable victims. Additionally, in 2016, the Division developed two new programs for the elder abuse unit including one for homeless elders and dependent adults and one for elder pedestrian fatalities.

Additionally, we have had a successful pilot program in the Bayview providing community based advocacy with promising outcomes and data including significant access to resources for victims and improvement in connection to services. This grant is coming to an end in 2017, and we hope to build on its success with this proposed program.

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.

Subrecipient: City & County of San  
Francisco/SFDA

Subaward #:

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. We are committed to reaching and serving the most vulnerable and most affected members of the city.

### *Administering Grant Programs*

Our office has a solid and successful history managing local, state and federal grants. The SFDA Grants Manager is lead representative for the office on programmatic grant responsibilities. This position oversees pre- and post-award grant administration and ensures regulatory compliance and may manage grant-funded programs. In addition to grant administration, the Grants Manager may serve as the liaison with the funding agency and submit reports and modifications to the funding agency. Policy and Grants Manager, Tara Anderson, has over 14 years of experience in grants administration and will support this grant project under the direction of the Chief of Victim Services and Parallel Justice Programs.

The Chief of Victim Services and Parallel Justice Programs has more than twenty years of experience developing, managing and overseeing innovative services for victims of crime. Her role in the project is oversight of all grant goals and objectives, supervision of staff and volunteers of the project, programmatic data collection and reporting, and fiscal oversight. She will ensure grant reporting is completed in a timely manner.

The SFDA Assistant Chief of Finance and Administration and the Fiscal Analyst serve as lead for grant related budgetary responsibilities. The finance team is involved in pre-award budget development and the day-to-day fiscal management of the grant, including approval from the

Subrecipient: City & County of San  
Francisco/SFDA

Subaward #:

Board of Supervisors, tracking expenditures, invoicing, charging personnel time, and cost reimbursement. Only fiscal management staff can draw down federal funds, and coordinate and respond to audits with input from staff with programmatic responsibilities. The finance team under the leadership of Assistant Chief Sheila Arcelona has over 25 years of experience with fiscal administration of grants.

This team works together on multiple grants in our department and is in complete compliance with all requirements for city, state, and federal grants.

**Budget Narrative**

SFDA Victim Services Division proposed to use the attached budget to support personnel and program expenses to achieve the goals of the Community Based Advocacy program detail in this proposal. The proposed budget reflects support of direct services to victims of gang violence and minimizes administrative costs.

**A. Personal Services**

Total personnel costs for the grant cycle (10/01/2017 – 09/30/2019) is \$383,333. Of that, \$306,666 comes from the grant funds and \$76,667 is provided as a match. Hire two (2) full-time Victim/Witness Advocate (job class 8129) to carry out the objectives of the proposed Community Based Advocacy program. Staff members will have roots and experience working in the marginalized communities focused on in this grant, have experience working in community based or government services and have skills necessary to provide victim services to high risk victims of crime. Additionally, the positions will possess the necessary language skills needed to work with monolingual Spanish speaking victims in these neighborhoods. Candidates will possess a BA in psychology, social work or other related field, or an A.A. degree and equivalent work history in direct social services.

Duties for these positions will include outreach to victims, presentation in the community, public education campaigns, relationship building with partners, intake of clients, referrals to services, assistance with victims of crime compensation, criminal justice system accompaniment and information, and crime prevention information.

Benefits include: social security, health benefits, dependent benefits, long term disability, retirement, unemployment insurance and dental benefits.

**B. Operating Expenses**

None requested.

Subrecipient: City and County of San Francisco

Subaward #: \_\_\_\_\_

**C. Equipment**

**None requested.**



**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient: City and County of San Francisco			Subaward #:			
A. Personal Services – Salaries/Employee Benefits			VOCA	VOCA Match		COST
<b>SALARY:</b>						
<u>8129 Victim/Witness Investigator 1 (2.0 Total FTE)</u>						
\$2,740 bi-weekly x 26 pay periods x 1.0 FTE= \$71,240	\$71,240		\$56,992	\$14,248		\$71,240
\$2,963.30 bi-weekly x 26.1 pay periods x 1.0 FTE=\$77,342	\$77,342		\$61,874	\$15,468		\$77,342
\$2,484 bi-weekly x 52.1 pay periods x 1.0 FTE= \$129,416	\$129,416		\$103,532	\$25,884		\$129,416
<b>BENEFITS:</b>						
Social Security: 6.2% annual rate x \$277,999 = \$17,236	\$105,335		\$84,268	\$21,067		\$105,335
Social Security - Medicare: 1.45% annual rate x \$277,999 = \$4,031						
Health Insurance: \$3,946 annual rate x 2.0 FTE = \$7,892						
Dependent Coverage: \$7,689 annual rate x 2.0 FTE = \$15,378						
Long Term Disability: 0.39% annual rate x \$277,999 = \$1,084						
Retirement: 20.16% annual rate x \$277,999 = \$56,045						
Unemployment Insurance: 0.27% annual rate x \$277,999 = \$751						
Dental Rate: \$1,459 annual rate x 2.0 FTE = \$2,918						
<b>Personal Section Totals</b>	<b>\$383,333</b>		<b>\$306,666</b>	<b>\$76,667</b>	<b>\$0</b>	<b>\$383,333</b>
<b>PERSONAL SECTION TOTAL</b>						<b>\$383,333</b>

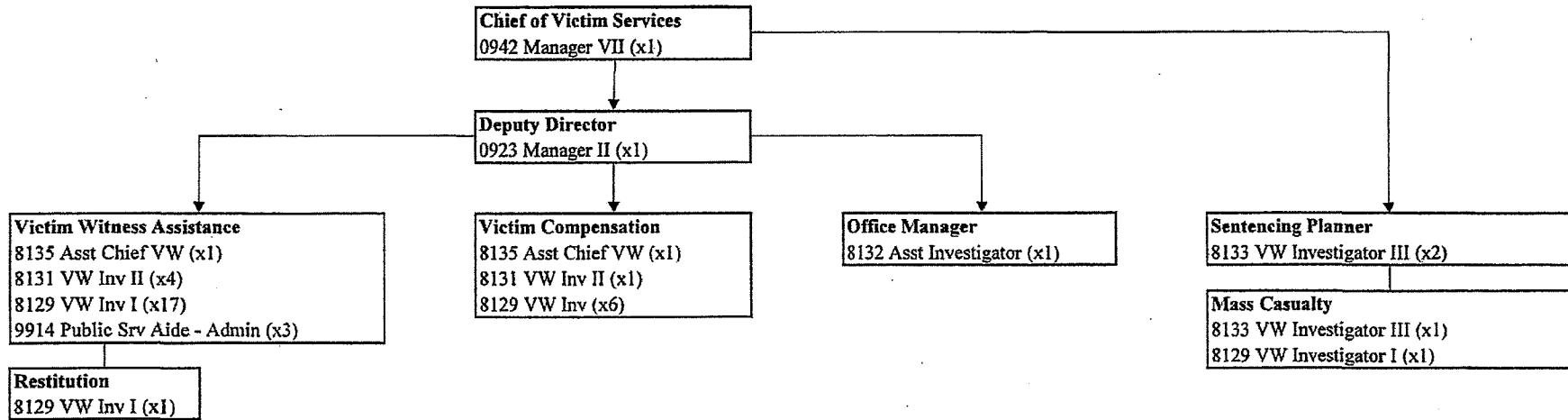
**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient:			Subaward #:			
B. Operating Expenses			VOCA	VOCA Match		COST
none requested						
<b>Operating Section Totals</b>	\$0		\$0	\$0	\$0	\$0
<b>OPERATING SECTION TOTAL</b>						<b>\$0</b>

**BUDGET CATEGORY AND LINE ITEM DETAIL**

Subrecipient:			Subaward #:			
C. Equipment			VOCA	VOCA Match		COST
none requested						
<b>Equipment Section Totals</b>	\$0.0		\$0.0	\$0.0	\$0.0	\$0.0
<b>EQUIPMENT SECTION TOTAL</b>						\$0
<b>Category Totals</b>						
<i>Same as Section 12G on the Grant Subaward Face Sheet</i>	\$383,333		\$306,666	\$76,667	\$0	
<b>Total Project Cost</b>						<b>\$383,333</b>

**Office of District Attorney George Gascón,  
Victim Services Division**

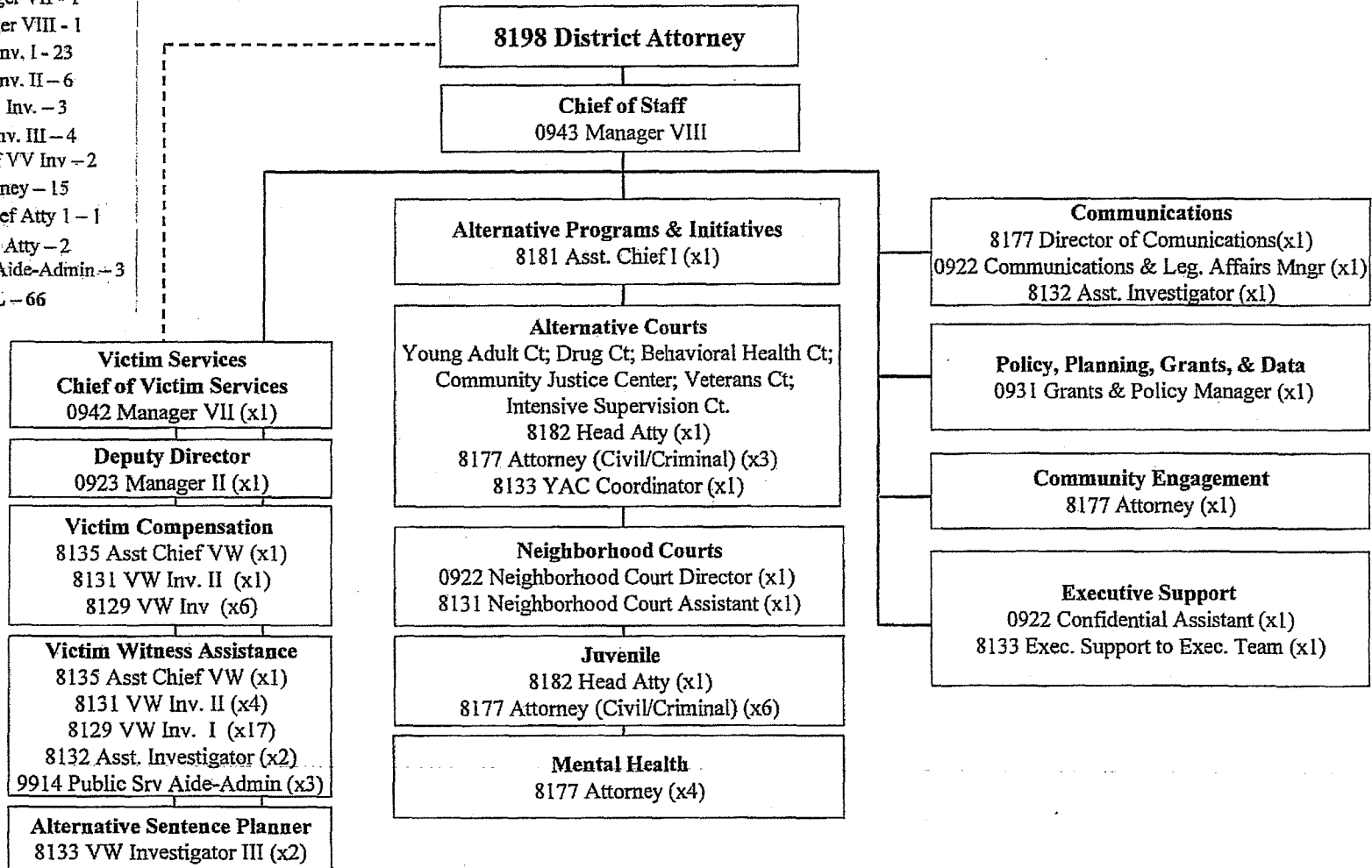


**Legend**  
 0942 Manager VII - 1  
 0923 Manager II - 1  
 8133 VW Investigator III - 3  
 8135 Asst Chief VW - 2  
 8131 VW Inv II - 5  
 8129 VW Inv I - 25  
 8132 Asst Investigator - 1  
 9914 Public Srv Aide - Admin - 3

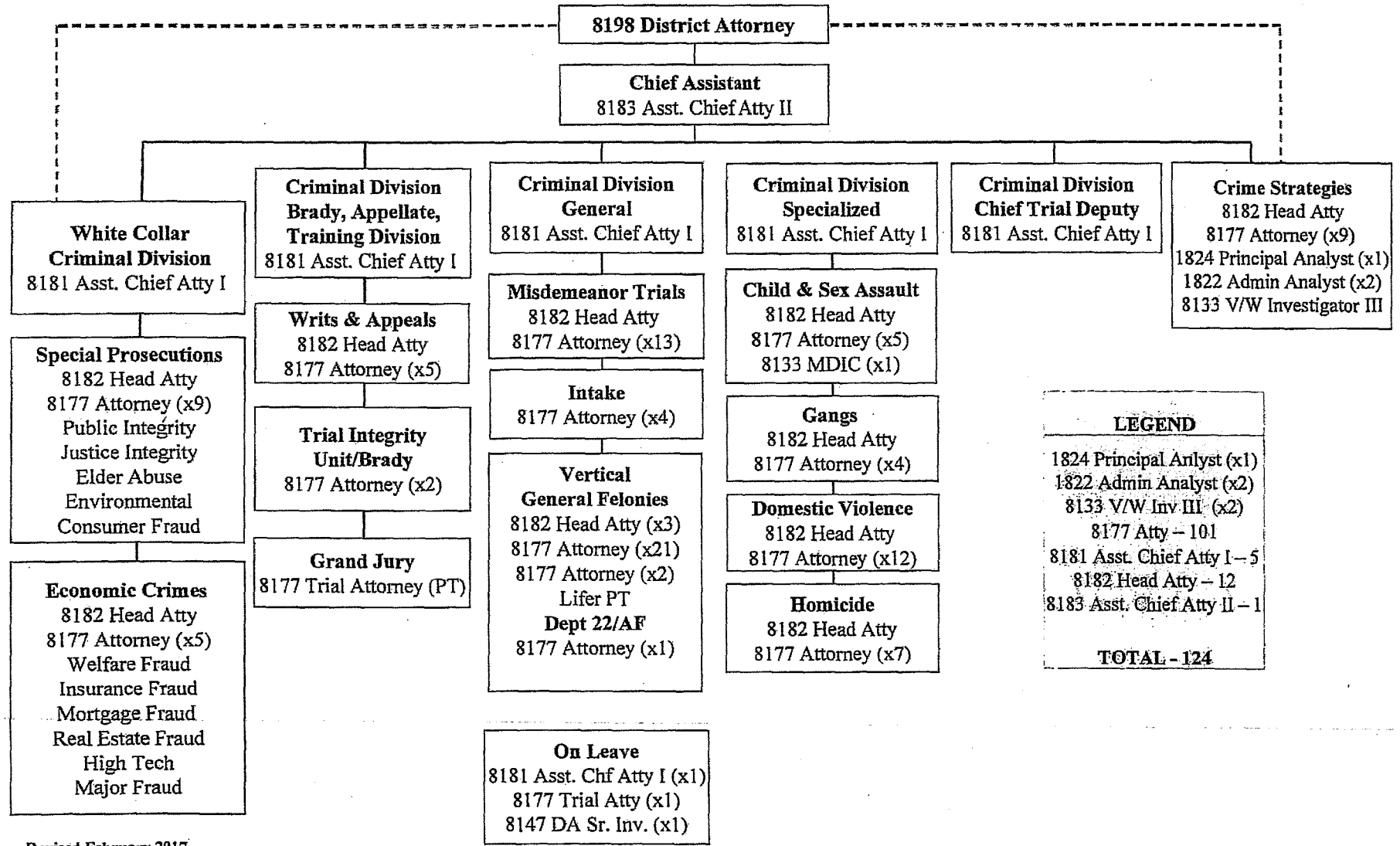
# San Francisco District Attorney Community Collaborations Organizational Structure

### LEGEND

0922 Manager I - 3  
 0923 Manager II - 1  
 0931 Manager III - 1  
 0942 Manager VII - 1  
 0943 Manager VIII - 1  
 8129 VW Inv. I - 23  
 8131 VW Inv. II - 6  
 8132 Asst. Inv. - 3  
 8133 VW Inv. III - 4  
 8135 Asst Chf VV Inv - 2  
 8177 Attorney - 15  
 8181 Asst. Chief Atty I - 1  
 8182 Head Atty - 2  
 9914 Public Svc Aide-Admin - 3  
**TOTAL - 66**



# San Francisco District Attorney Operations Department Organizational Structure



## Operational Agreements (OA) Summary Form

	List of Agencies/Organizations/Individuals	Date OA Signed (xx/xx/xxxx)	Dates of OA	
			From:	To:
1.	San Francisco Police Department Sexual Assault Unit	7/29/15	7/1/15	to 6/30/18
2.	Asian Women's Shelter	2/3/16	7/1/7/1/2016	to 6/30/19
3.	La Casa de Las Madres	pending	7/1/17	to 6/30/20
4.	Community United Against Violence	2/2/16	7/1/15	to 6/30/18
5.	Child and Adolescent Sexual Abuse Resource Center	8/12/2015	7/1/15	to 6/30/18
6.	San Francisco Department of Aging and Adult Services Program	8/7/2015	7/1/15	to 6/30/18
7.	Riley Center	6/5/15	7/1/2015	to 6/30/18
8.	Consortium for Elder Abuse Prevention	8/6/2015	7/1/15	to 6/30/18
9.	San Francisco Adult Probation Department	8/6/2015	7/1/15	to 6/30/2018
10.	San Francisco Women Against Rape	pending	7/1/17	to 6/30/2021
11.	San Francisco Suicide Prevention	6/4/15	7/1/2015	to 6/30/2018
12.	Chinese Newcomer Service Center	6/8/2015	7/1/2015	to 6/30/2018
13.	Larkin Street Youth Services and Huckleberry	5/18/2015	5/18/2015	to 6/30/2018
14.	SafeStart	6/15/15	07/01/2015	to 6/30/2018
15.				to
16.				to
17.				to
18.				to
19.				to
20.				to

Use additional pages if necessary.

# Operational Agreement

## PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and San Francisco Special Victim 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 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. SVU will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by SVU.
2. VWAP 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 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

~~A~~ CAPT. ED SANTOS JR. #2      7/29/15  
 Capt. Ed Santos      Date  
 Special Victims Unit  
 City and County of San Francisco

*Gena Castro Rodriguez*      6/1/15  
 Dr. Gena Castro Rodriguez      Date  
 Chief of Victim Services  
 City and County of San Francisco





**Asian Women's Shelter**  
 3543 18th Street, #19  
 San Francisco, CA 94110

(415) 751-7110 OFFICE  
 (415) 751-0880 CRISIS  
 (415) 751-0806 FAX

**OPERATIONAL AGREEMENT**

July 1, 2016-June 30, 2019

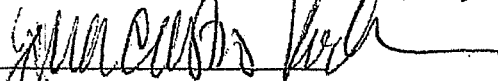
This Operational Agreement stands as evidence that the **Asian Women's Shelter** and the **San Francisco District Attorney's Office** intend to work together toward the mutual goal of providing maximum available assistance for domestic violence survivors and their children. Both agencies believe that continuation of the **Asian Women's Shelter** programs will further this goal. To this end, each agency agrees to participate by coordinating/providing the following services:


- (1) The San Francisco District Attorney's Office and the Asian Women's Shelter will work together to provide criminal justice advocacy to the Asian Women's Shelter clients in a timely manner.
- (2) The San Francisco District Attorney's Office and the Asian Women's Shelter will continue to work cooperatively to coordinate services between the two agencies.
- (3) The San Francisco District Attorney's Office will have direct access to the Asian Women's Shelter staff over the phone for referral and consultation. The Asian Women's Shelter will coordinate language services as its appropriate, whenever possible.

We, the undersigned, as authorized representatives of the **Asian Women's Shelter** and the **San Francisco District Attorney's Office** do hereby approve this document.

For the San Francisco District Attorney's Office

For the Asian Women's Shelter

  
 Signature

  
 Signature

Date: 2/5/14

Date: 2/3/16

Name: GENIA C. RODRIGUEZ

Elizabeth Kirton

Title: Chief of USD

Executive Director

# 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

Community United Against Violence provides a continuum of services victims of hate crimes and same sex domestic violence. 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.

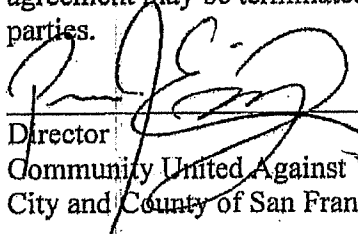
## RIGHTS AND RESPONSIBILITIES

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

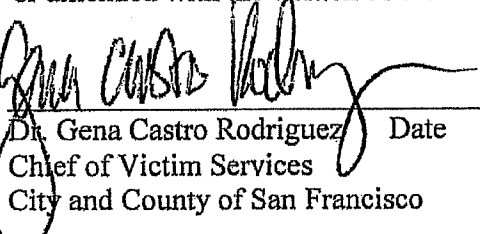
1. CUAV will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by CUAV.
2. VWAP will accept referrals from CUAV to assist those victims who need assistance in accordance with the services it provides, including the expert prosecution 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

  
\_\_\_\_\_  
Director  
Community United Against Violence  
City and County of San Francisco

4/1/15  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Dr. Gena 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 Child and Adolescent Sexual Abuse 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 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, assault, and incest. Services include immediate crisis counseling, medical examination and treatment, medical evidence collection, referrals, psychological assessment, and counseling for victims and their families.

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

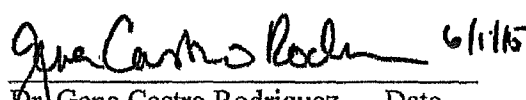
By signing this operational agreement, each party agrees to the following:

1. CASARC will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by CASARC.
2. VWAP will accept referrals from CASARC 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

  
 \_\_\_\_\_  
 Janet Hines                      Date  
 Director of CASARC  
 City and County of San Francisco

  
 \_\_\_\_\_  
 Dr. 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 Consortium for Elder Abuse 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

The San Francisco Consortium for Elder Abuse Prevention is a network of over 40 public and private agencies which was formed in 1981 to address the needs of abused and vulnerable seniors in San Francisco. It provides training, outreach, advocacy and case consultation, and referrals on elder abuse issues and developments and resources in the field of elder abuse.

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 Consortium will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by The Consortium.
2. VWAP will accept referrals from The Consortium 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

  
Shawna Reeves Date  
Director of The Consortium  
City and County of San Francisco

8/6/15  
  
Dr. Gena Castro Rodriguez Date  
Chief of Victim Services  
City and County of San Francisco

## Operational Agreement

### PURPOSE

This operational agreement stands as evidence that Riley Center and Victim Services of the San Francisco District Attorney's Office, in the spirit of cooperation and collaboration, intend to work together towards the mutual goal of providing maximum available assistance to battered women and their children residing in San Francisco Bay Area. This assistance shall consist of culturally competent direct services and prevention education, working within a public health framework to the greatest extent possible. To this end, each agency agrees to coordinate/provide the following:

- Riley Center and San Francisco District Attorney's Office will provide mutual referrals of their clients when appropriate.
- Riley Center and San Francisco District Attorney's Office will work together to provide mutual training to each other's staff in areas of respective expertise.
- Consultation will be held as needed between representatives of Riley Center and representatives of San Francisco District Attorney's Office to discuss strategies, the referral process, case management issues, and implementation of services.

This agreement shall remain in effect from July 1, 2015 to June 30, 2018, unless ended by either party.

We, the undersigned, as authorized representatives of Riley Center and San Francisco District Attorney's Office, do hereby approve this document.

For Riley Center

*Becki Mively*  
 Becki Mively  
 Program Director  
 6/5/15  
 Date

*Paul Sicely*  
 Director  
 St. Vincent de  
 Paul Society

For San Francisco District Attorney's Office

*Yvonne Castro Rodriguez*  
 Yvonne Castro Rodriguez  
 Chief of Victim Services  
 6/1/15  
 Date

# Operational Agreement

## PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and the Department of Aging and Adult Services' Adult Probation Services (APS) 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

APS accept referrals from all sources and investigates reports of abuse/neglect in seniors 65 years and older, as well as dependent adults 18-64. APS provides short term case management services and referrals to community services. Services are available to all San Francisco residents.

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

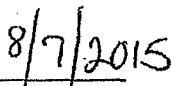
By signing this operational agreement, each party agrees to the following:

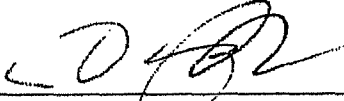
1. APS will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by APS.
2. VWAP will accept referrals from APS to assist those victims who need assistance in accordance with the services it provides, including the expert prosecution 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

  
Shireen McSpadden  
Adult Protective Services, Director  
City and County of San Francisco

  
Date

  
Dr. Gena 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 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 the probationers to successfully end supervision by completing the 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 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 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

*Karen Fletcher* 8/10/2015  
 Karen Fletcher Date  
 Chief Adult Probation Officer  
 City and County of San Francisco

*Gena Castro Rodriguez* 6/1/15  
 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 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 will 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 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

Eve Meyer 6/24/15  
 Eve Meyer Date  
 Executive Director  
 City and County of San Francisco

Dr. Gena Castro Rodriguez 6/1/15  
 Dr. 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 of the San Francisco District Attorney's Office and Community United Against Violence (CUAV), intend to work together toward the mutual goal of providing maximum available assistance for Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) crime victims residing in San Francisco. Both agencies believe that implementation of Victim Services, as described herein, will further this goal. To this end, each party agrees to participate.

### PARTIES TO PARTICIPATE

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 Victims Services Division of the San Francisco District Attorney's Office provides or arranges services to victims of all types of crimes, 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:

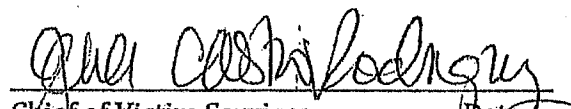
1. CUAV will accept referrals from Victim Services Division staff for eligible LGBTQ clients who are in need of assistance in accordance with the service provided by CUAV.
2. Victim Services Division will accept referrals from CUAV to assist those LGBTQ victims who need assistance in accordance with the services it provides, in accordance with the mission of the Victim Services Division.
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 February 2, 2016 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

  
\_\_\_\_\_  
Director  
Community United Against Violence  
San Francisco, CA

2/2/16  
\_\_\_\_\_  
Date

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

# Operational Agreement

## PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and 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 immigration 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.

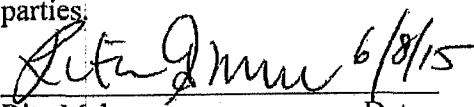
## RIGHTS AND RESPONSIBILITIES

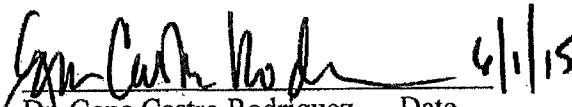
By signing this operational agreement, each party agrees to the following:

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 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

  
 Rita Mah Date 6/8/15  
 Executive Director  
 City and County of San Francisco

  
 Dr. Gena Castro Rodriguez Date 6/1/15  
 Chief of Victim Services  
 City and County of San Francisco

**OPERATIONAL AGREEMENT/MEMORANDUM OF UNDERSTANDING**  
**between Larkin Street Youth Services, Huckleberry Youth Programs, and**  
**the San Francisco District Attorney's Office**

This Operational Agreement stands as evidence that Larkin Street Youth Services, Huckleberry Youth Programs, and the San Francisco District Attorney's Office 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. Toward that end, each agency agrees to the following.

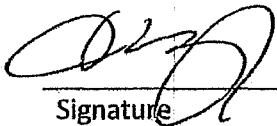
Larkin Street Youth Services and Huckleberry Youth Programs agree to:

- Provide outreach, shelter, and supportive services to homeless youth, including survivors of trafficking and commercial sexual exploitation
- Serve as a source of information and training on topics related to the issues of homeless youth, trafficking, and commercial sexual exploitation
- 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:

- 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
- Maintain a working relationship with Larkin Street Youth Services and Huckleberry Youth Programs through meetings and cross training, as possible and mutually agreed upon

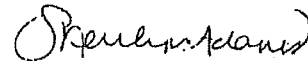
This operational agreement is in effect as of the signing date, and will continue through June 30, 2018 or until either party terminates the agreement in writing. We, the undersigned, as authorized representatives of the included agencies do hereby approve this document.



Signature  
Date  
Name  
Title  
San Francisco District  
Attorney's Office



Signature  
Date:  
Douglas Styles  
Executive Director  
Huckleberry Youth Programs



Signature  
Date: 5/18/2015  
Sherilyn Adams, LCSW  
Executive Director  
Larkin Street Youth Services

# Operational Agreement

## PURPOSE

This operational agreement stands as evidence that the Victim Witness Assistance Program (VWAP) division and SafeStart 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

SafeStart is a city-wide program that seeks to reduce the incidence and impact of violence on young children. SafeStart delivers services, develops policies, and works to improve the systems which respond to families with young children exposed to 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. SafeStart will accept referrals from VWAP staff for eligible clients who are in need of assistance in accordance with the service provided by SafeStart.
- 2. VWAP will accept referrals from SafeStart 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 July 1, 2015 to June 30, 2018. This agreement may be terminated by either party or amended with the written consent of both parties.

*[Signature]* 6/15/15  
 Daniel Sapoznick Date  
 Program Director of SafeStart  
 City and County of San Francisco

*[Signature]* 6/11/15  
 Dr. Gena Castro Rodriguez Date  
 Chief of Victim Services  
 City and County of San Francisco

## PROJECT SUMMARY INSTRUCTIONS

All of the necessary project information must be placed on the form in the space allowed. **Additional pages may not be added.** This is a summary of the project narrative:

1. **SUBAWARD NUMBER:**  
Enter the Subaward # as it appears on the approved Grant Subaward Face Sheet.
2. **PROGRAM TITLE:**  
Enter the program, title as it appears on the approved Grant Subaward Face Sheet
3. **PERFORMANCE PERIOD:**  
Enter beginning and ending dates of the performance period for the Grant Subaward.
4. **SUBRECIPIENT:**  
Enter the Subrecipient name as it appears on the approved Grant Subaward Face Sheet.
5. **GRANT AMOUNT:**  
Enter the amount of grant funds requested. This must be the same amount used on the budget pages and block 12G on the Grant Award Face Sheet.
6. **IMPLEMENTING AGENCY:**  
Enter the implementing agency as it appears on the approved Grant Subaward Face Sheet.
7. **PROGRAM DESCRIPTION:**  
Provide a description of the specific area of service Cal OES is authorized to fund based upon state or federal legislation.
8. **PROBLEM STATEMENT:**  
Describe the problem the project will address. Support the problem with data such as number of offenses, description of the target area, and local needs.
9. **OBJECTIVES:**  
Include the quantifiable measurements which define a course of action in order to accomplish the program goals.
10. **ACTIVITIES:**  
Describe activities you will perform to accomplish each objective (quantify where possible).
11. **EVALUATION:**  
Describe how project performance will be measured, if applicable. Note who will conduct the evaluation, (e.g., project staff, government personnel, or outside consultants).
12. **NUMBER OF CLIENTS TO BE SERVED:**  
Enter the number of clients, if applicable.
13. **PROJECT BUDGET:**  
Amounts in each category must be the same as the Budget Pages amounts. The total must be the same as the total in box 12G on the Grant Award Face Sheet.

# PROJECT SUMMARY

1. Subaward #:

2. PROJECT TITLE

Community Services for Victims Affected by Gang Violence

3. PERFORMANCE PERIOD

10/01/2017 to 09/30/2019

4. SUBRECIPIENT

Name: City & County of San Francisco Phone: 415-734-3359  
Address: 850 Bryant Street, Room 322 Fax #: 415-553-1034  
City: San Francisco Zip: 94103-4600

5. GRANT AMOUNT

(this is the same amount as 12G of the Grant Subaward Face Sheet)

\$ 383,333

6. IMPLEMENTING AGENCY

Name: District Attorney's Office/Victim Services Div. Phone: 415-553-9044 Fax #: 415-553-1034  
Address: 850 Bryant Street, Room 320 City: San Francisco Zip: 94103

7. PROGRAM DESCRIPTION

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. In an effort to address these issues, we are proposing to hire two full-time Victim Services Advocates – from the community – to support community residents in the target areas. The role of the Advocates will be 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.

8. PROBLEM STATEMENT

Violence is caused by multiple risk factors including poverty, poor housing, illiteracy, substance abuse, mental illness, community disintegration, and witnessing and experiencing violence. The four neighborhoods identified for this project have long histories of gang violence, violence and victimization. Most families that are impacted by or involved in criminal activity, as a victim and/or offender. The prevalence of gun violence in these neighborhoods has resulted in the community as a whole feeling the impacts of exposure to violence, either as a direct victim or witness, or through the loss of friends and family members, or through the apprehension that people carry with them in their daily lives. This vicious cycle of victimization and crime is a reflection of unidentified/assessed/treated trauma. This requires a targeted, innovative plan to address the challenges and build on the resiliencies.

9. OBJECTIVES

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

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

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

**10. ACTIVITIES**

Recruit, hire and train 2 Advocates to be out-stationed in neighborhoods most affected by gang violence.  
 Serve 400 victims affected by gang violence per year.  
 Engage with community members, schools and service agencies in order to inform them about services and resources for victims and witness of crime at 10 events per year.  
 Outreach at 10 community events, fairs and celebrations per year.  
 Organize 4 training on victim services, victim compensation and the impact of gang violence on the community for stakeholders and community members per year.  
 Organize 1 public awareness campaign during the course of the grant period to inform public about accessing mental health services for victim and witness of gang violence

**11. EVALUATION** (if applicable)

**12. NUMBER OF CLIENTS**

(if applicable)  
 400 per year

**13. PROJECT BUDGET**

(these are the same amounts as on Budget Pages)

	<b>Personal Services</b>	<b>Operating Expenses</b>	<b>Equipment</b>	<b>TOTAL</b>
	\$383,333			\$383,333
				0
				0
				0
				0
				0
<b>Totals:</b>	\$383,333	0	0	\$383,333

## OTHER FUNDING SOURCES

Complete this form to report the total funds available to support the activities related to accomplishing the goals and objectives of the Grant Subaward. In the "Grant Funds" column, report the Cal OES funds requested by category. In the "Other Funds" column, report all other funds available to support the project by category and then calculate the totals by category in the "Program Total" column. Total each column to arrive at the total program funds available.

<b>OTHER FUNDING SOURCES</b>			
<small>(Enter numbers without \$ or decimal points.)</small>			
<b>BUDGET CATEGORY</b>	<b>GRANT FUNDS</b> <i>(Use only the grant funds identified in the preceding budget pages.)</i>	<b>OTHER FUNDS</b>	<b>PROGRAM TOTAL</b>
<b>Personal Services</b>	306,666	76,667	\$383,333
<b>Operating Expenses</b>			\$0
<b>Equipment</b>			\$0
<b>TOTAL</b>	\$306,666	\$76,667	\$383,333



**PRIOR, CURRENT AND PROPOSED Cal OES FUNDING**

List all currently funded Cal OES projects and all Cal OES grants subawarded to the applicant during the last five fiscal years. Include the fiscal year of operation, the grant number and the amount of Cal OES funding. For current and proposed grants that include positions funded by more than one Cal OES grant, list these personnel by title and the percentage of the position funded by Cal OES. The percentage of funding must not exceed 100 percent for any one individual.

Example				
FISCAL YEAR	GRANT NUMBER	GRANT AMOUNT	PERSONNEL BY TITLE	PERCENTAGE PAID BY Cal OES
2014-15	DV14120010	\$50,000	Project Director	25%
2014-15	RC14210010	\$67,000	Project Director	25%
2014-15	AT14100010	\$68,000	Project Director	50%

PRIOR, CURRENT AND PROPOSED Cal OES FUNDING				
FISCAL YEAR	GRANT NUMBER	GRANT AMOUNT	PERSONNEL BY TITLE	% OF Cal OES FUNDING
2012-2013	VW12 31 0380	\$533,985	No positions funded by	more than 1 grant
2012-2013	VV12 03 0380	\$245,651	No positions funded by	more than 1 grant
2012-2013	UV12 03 0380	\$116,420	No positions funded by	more than 1 grant
2013-2014	UV13 04 0380	\$156,250	No positions funded by	more than 1 grant
2013-2014	VV13 05 0380	\$215,488	No positions funded by	more than 1 grant
2013-2014	VW13 32 0380	\$533,985	No positions funded by	more than 1 grant

**PRIOR, CURRENT AND PROPOSED Cal OES FUNDING**

List all currently funded Cal OES projects and all Cal OES grants subawarded to the applicant during the last five fiscal years. Include the fiscal year of operation, the grant number and the amount of Cal OES funding. For current and proposed grants that include positions funded by more than one Cal OES grant, list these personnel by title and the percentage of the position funded by Cal OES. The percentage of funding must not exceed 100 percent for any one individual.

Example				
FISCAL YEAR	GRANT NUMBER	GRANT AMOUNT	PERSONNEL BY TITLE	PERCENTAGE PAID BY Cal OES
2014-15	DV14120010	\$50,000	Project Director	25%
2014-15	RC14210010	\$67,000	Project Director	25%
2014-15	AT14100010	\$68,000	Project Director	50%

PRIOR, CURRENT AND PROPOSED Cal OES FUNDING				
FISCAL YEAR	GRANT NUMBER	GRANT AMOUNT	PERSONNEL BY TITLE	% of Cal OES FUNDING
2014-2015	UV14 05 0380	\$129,733	No positions funded by	more than 1 grant
2014-2015	VW14 33 0380	\$634,204	No positions funded by	more than 1 grant
2014-2015	VV14 06 0380	\$212,897	No positions funded by	more than 1 grant
2014-2015	HA14 01 0380	\$110,276	No positions funded by	more than 1 grant
2014-2016	UV14 05 0380	\$192,233	No positions funded by	more than 1 grant
2015-2016	VW15 34 0380	\$807,883	No positions funded by	more than 1 grant
2015-2016	VV15 07 0380	\$212,897	No positions funded by	more than 1 grant
2015-2016	HA15 02 0380	\$110,276	No positions funded by	more than 1 grant

**PRIOR, CURRENT AND PROPOSED Cal OES FUNDING**

List all currently funded Cal OES projects and all Cal OES grants subawarded to the applicant during the last five fiscal years. Include the fiscal year of operation, the grant number and the amount of Cal OES funding. For current and proposed grants that include positions funded by more than one Cal OES grant, list these personnel by title and the percentage of the position funded by Cal OES. The percentage of funding must not exceed 100 percent for any one individual.

Example				
FISCAL YEAR	GRANT NUMBER	GRANT AMOUNT	PERSONNEL BY TITLE	PERCENTAGE PAID BY Cal OES
2014-15	DV14120010	\$50,000	Project Director	25%
2014-15	RC14210010	\$67,000	Project Director	25%
2014-15	AT14100010	\$68,000	Project Director	50%

PRIOR, CURRENT AND PROPOSED Cal OES FUNDING				
FISCAL YEAR	GRANT NUMBER	GRANT AMOUNT	PERSONNEL BY TITLE	% OF Cal OES FUNDING
2016-2018	XV15 01 0380	\$350,000	No positions funded by	more than 1 grant
2016-2017	XU15 01 0380	\$50,000	N/A	N/A
2016-2019	XE 16 01 0380	\$700,000	No positions funded by	more than 1 grant
2016-2017	VW 16 35 0380	\$1,109,773	G.C. Victim Advocate	20%
2016-2017	VV 16 08 0380	\$202,595	G.C. Victim Advocate	50%
2016-2019	XC 16 01 0380	\$1,331,556	No positions funded by	more than 1 grant
2016-2017	HA 16 03 0380	\$110,276	No positions funded by	more than 1 grant

## 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.

08\*, 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.

13\*, 12

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.

03\*, 08

5. **POPULATION OF SERVICE AREA:** Enter the total population of the area served by the project.

864,816 (US Census 2015 estimate)

EDMUND G. BROWN JR.  
GOVERNOR

MARK S. GHILARUCCI  
DIRECTOR



**Cal OES**  
GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

December 11, 2017

George Gascon  
District Attorney  
City and County of San Francisco  
850 Bryant Street, Room 320  
San Francisco, CA 94013-4613

Dear Mr. Gascon:

Your project has been selected to receive funding through the Innovative Response to Marginalized Victims (KI) Program of the California Governor's Office of Emergency Services (Cal OES). Provided that there are no successful appeals, and pending completion and/or revision of all required application forms, your agency will be awarded the requested amount of \$306,666 for the Grant Subaward performance period beginning on January 1, 2018, and ending on December 31, 2019.

Danielle Nieto will be the Program Specialist assigned to your grant and will be contacting you within the next few weeks to assist you in finalizing this process. Additional information can be found in the *Subrecipient Handbook* on the Cal OES website at [www.caloes.ca.gov](http://www.caloes.ca.gov).

We look forward to the successful implementation of this project. If you have any questions concerning this process, please contact Danielle Nieto at (916) 845-8878 or via e-mail at [Danielle.Nieto@caloes.ca.gov](mailto:Danielle.Nieto@caloes.ca.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Mark S. Ghilarducci", with a long horizontal flourish extending to the right.

MARK S. GHILARUCCI  
Director

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Lorna Garrido, Grants and Contracts Manager  
**DATE:** March 6, 2018  
**SUBJECT:** Accept and Expend Resolution for Subject Grant  
**GRANT TITLE:** Innovative Response to Marginalized Victims (KI) Program

---

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

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

**Special Timeline Requirements:**

Please schedule at the earliest available date.

**Departmental representative to receive a copy of the adopted resolution:**

Name: Lorna Garrido

Phone: (415) 553-9258

Interoffice Mail Address: DAT, 850 Bryant Street, Room 322

Certified copy required Yes

No

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

Print Form

# Introduction Form

By a Member of the Board of Supervisors or the Mayor

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2010 APR - 3 PM 4:46  
Time stamp  
or meeting date

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

- 1. For reference to Committee. (An Ordinance, Resolution, Motion, or Charter Amendment)
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [ ] inquires"
- 5. City Attorney request.
- 6. Call File No. [ ] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. [ ]
- 9. Reactivate File No. [ ]
- 10. Question(s) 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 a Imperative Form.**

**Sponsor(s):**

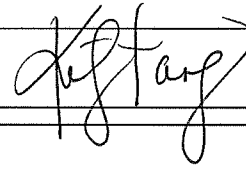
Tang

**Subject:**

Accept and Expend Grant - California Governor's Office of Emergency Services, Innovative Response to Marginalized Victims Program - \$306,666

**The text is listed below or attached:**

[ ]

Signature of Sponsoring Supervisor: 

**For Clerk's Use Only:**

