



March 6, 2019

Patricia Salcedo, Program Coordinator
San Benito County
419 Fourth Street
Hollister, CA 95023

Subject: **NOTIFICATION OF APPLICATION APPROVAL**
Victim/Witness Assistance Program
Subaward #: VW18 35 0350, Cal OES ID: 069-00000

Dear Ms. Salcedo:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$319,389, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

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

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

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

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

VSPS Grants Processing

Enclosure

c: Subrecipient's file

(Cal OES Use Only)

Cal OES#	069-00000-16	FIPS#	069-00000	VS #		Subaward #	VW18-36 0350
----------	--------------	-------	-----------	------	--	------------	--------------

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: County of San Benito 1a. DUNS#: 069115202
2. Implementing Agency: District Attorney - San Benito County 2a. DUNS#: 069115202
3. Implementing Agency Address: 419 Fourth Street Hollister 95023-3840
Street City Zip+4
4. Location of Project: Hollister San Benito 95023-3840
City County Zip+4
5. Disaster/Program Title: Victim Witness Assistance Program 6. Performance Period: 10/1/2018 to 09/30/2019
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
2018	8. VWA0	\$ 21,420					\$ 0	\$ 21,420
2017	9. VOCA		\$ 187,978			\$ 5,115	\$ 5,115	\$ 193,093
2018	10. VOCA		\$ 109,991			\$ 5,500	\$ 5,500	\$ 115,491
Select	11. Select						\$ 0	\$ 0
Select	12. Select						\$ 0	\$ 0
	TOTALS	\$ 21,420	\$ 297,969	\$ 319,389	\$ 0	\$ 10,615	\$ 10,615	12. G Total Project Cost: \$ 330,004

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

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

15. Official Authorized to Sign for Subrecipient: Name: Patricia Salcedo Title: Program Coordinator
- Telephone: 831.634.1397 (area code) FAX: 831.634.1398 (area code) Email: psalcedo@cosb.us
- Payment Mailing Address: 419 Fourth Street City: Hollister Zip+4: 95023-3840
- Signature: [Signature] Date: 10-9-18

(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.

[Signature] 3/1/19 [Signature] 3.4.19
Cal OES Fiscal Officer Date Cal OES Director (or designee) Date

Yr: 2018-19 / Chapter: 29/
Item: 0690-101-0903
FAIN #: N/A
Federal Award Dates: N/A
Fund: State Penalty Fund
Program: Victim/Witness Assistance Program
Match Req.: None
Project No.: 18VWA0
Amount: \$ 21,420

PCA No: 14300
Component: 40.20.101
CFDA#: N/A

Yr: 2018-19 / Chapter: 29/
Item: 0690-102-0890
FAIN #: 2018-V2-GX-0029
Federal Award Dates: 10/01/2017 - 09/30/2021
Fund: Federal Trust
Program: Victim/Witness Assistance Program
Match Req.: 20%, C/K based on TPC-Partial Match Waiver
Project No.: 18VOCA
Amount: \$ 109,991

PCA No: 18408
Component: 40.20.451
CFDA#: 16.575

RECEIVED

OCT 16 2018

CAL OES GRANTS MANAGEMENT

Yr: 2018-19 / Chapter: 29/
Item: 0690-102-0890
FAIN #: 2017-VA-GX-0084
Federal Award Dates: 10/01/2016 - 09/30/2020
Fund: Federal Trust
Program: Victim/Witness Assistance Program
Match Req.: 20%, C/K based on TPC-Matchmet by VWA Funds/Partial Match Waiver
Project No.: 17VOCA
Amount: \$ 187,978

PCA No: 18407
Component: 40.20.451
CFDA#: 16.575

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

1. Cal OES Contact Information Section:

Governor's Office of Emergency Services
Mark S. Ghilarducci, Director
3650 Schriever Avenue
Mather, CA 95655
(916) 845-8506 phone • (916) 845-8511 fax

2. Federal Awarding Agency Section:

Fund Year	Federal Program Fund / CFDA #	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2018	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$396,642,274	\$380,776,583
2017	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$218,943,281	\$210,185,550
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

3. Project Description Section:

- Project Acronym (Please choose from drop down):
Victim/Witness Assistance Program (VW)
- Project Description (Please type the Project Description):
Provides funding for comprehensive services to assist victims/witnesses of all types of violent crime pursuant to California Penal Code §13835 in each of California's 58 counties.

4. Research & Development Section:

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

PROJECT CONTACT INFORMATION

35 te
36 M

Subrecipient: County of San Benito

Subaward #: VW18 340350

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: Patricia Salcedo

Title: Program Coordinator

Telephone #: 831.634.1397

Fax#: 831.634.1398

Email Address: psalcedo@cosb.us

Address/City/Zip: 419 Fourth Street, Hollister, CA 95023

***after hour telephone: 831.801.9103

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

Name: Joe Paul Gonzalez

Title: County Auditor

Telephone #: 831.6364090

Fax#: 831.635.9340

Email Address: jpgonzalez@csob.us

Address/City/Zip: 481 Fourth Street, Hollister, CA 95023

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

Name: Patricia Salcedo

Title: Program Coordinator

Telephone #: 831.634.1397

Fax#: 831.634.1398

Email Address: psalcedo@cosb.us

Address/City/Zip: 419 Fourth Street, Hollister, CA 95023

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

Name: Stewart Patri

Title: Budget Officer

Telephone #: 831.636.4000

Fax#: 831.636.4010

Email Address: spatri@cosb.us

Address/City/Zip: 481 Fourth Street, Hollister, CA 95023

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: Candice Hooper

Title: District Attorney

Telephone #: 831.636.4120

Fax#: 831.636.4126

Email Address: chooper@cosb.us

Address/City/Zip: 419 Fourth Street, Hollister, CA 95023

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

Name: Patricia Salcedo

Title: Program Coordinator

Telephone #: 831.634.1397

Fax#: 831.634.1398

Email Address: psalcedo@cosb.us

Address/City/Zip: 419 Fourth Street, Hollister, CA 95023

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

Name: Anthony Botelho

Title: Chair, Board of Supervisors

Telephone #: 831.636.4000

Fax#: 831.636.4010

Email Address: supervisors@cosb.us

Address/City/Zip: 481 Fourth Street, Hollister, CA 95023

SIGNATURE AUTHORIZATION

Subaward #:

VW18 ^{35 to}₃₆ 0350

Subrecipient:

San Benito County

Implementing Agency:

San Benito County District Attorney

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

*Project Director: Patricia Salcedo

*Financial Officer: Joe Paul Gonzalez

Signature:

P. Salcedo

Signature:

Joe Paul Gonzalez

Date:

10-9-18

Date:

10-9-18

The following persons are authorized to sign for the
Project Director

The following persons are authorized to sign for the
Financial Officer

Signature

Candice Hooper

Print Name

Signature

Ellen Campos

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

Signature

Leann Godinez

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

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

I, Patricia Salcedo hereby certify that
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

SUBRECIPIENT: County of San Benito

IMPLEMENTING AGENCY: San Benito County District Attorney

PROJECT TITLE: Victim Witness Assistance Program

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

I. Federal Grant Funds

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

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

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

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

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of 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: Elvia Barocio

Title: Human Resources Analyst

Address: 481 Fourth Street, Hollister, CA 95023

Phone: 831.636.4000, ext. 14

Email: Elbarocio@cosb.us

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://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by Subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

4. 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;
- 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://oip.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. Requirement to report actual or imminent breach of personally identifiable information (PII)

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

13. 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.

14. 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.

15. 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.

16. VOCA Requirements

The recipient assures that the State and its subrecipients will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required. Specifically, the State certifies that funds under this award will:

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

17. 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.

18. 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.

19. Access to Records

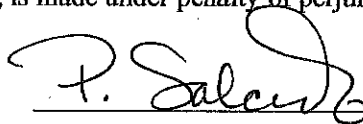
The Subrecipient authorizes the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper or documents related to the VOCA grant.

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

CERTIFICATION

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

Authorized Official's Signature:



Authorized Official's Typed Name:

Patricia Salcedo

Authorized Official's Title:

Program Coordinator

Date Executed:

October 9, 2018

Federal Employer ID #:

94-6000530

Federal DUNS #

069115202

Current System for Award Management (SAM) Expiration Date:

10/10/2019

Executed in the City/County of:

City of Hollister/County of San Benito

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

☐ City Financial Officer

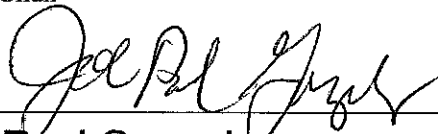
☒ County Financial Officer

☐ City Manager

☐ County Manager

☐ Governing Board Chair

Signature:



Typed Name:

Joe Paul Gonzalez

Title:

County Auditor

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: San Benito County				Subaward #: VW18-84-0350		
A. Personal Services – Salaries/Employee Benefits	17 VOCA	17 ^{te} VWAO MATCH	17 ^{te} VOCA MATCH	18 ^{te} VOCA-MV	18 ^{te} VOCA MV MATCH	COST
Program Coordinator, Range, Step D						\$0
Salary of 1.0 FTE to oversee day to day activities of the program, supervise program staff, administrative responsibilities and activities; to provide mandatory and optional service.						\$0
						\$0
						\$0
						\$0
\$5791/month x 12 = \$69,492	\$53,786			\$15,706		\$69,492
OEDS/Medicare \$5791 x 7.65% x 12 = \$5316	\$5,316					\$5,316
Group Health & Dental \$1676 x 12 = \$20,112	\$20,112					\$20,112
Vision \$24 x 12 = \$288	\$288					\$288
Life/AD&D \$19 x 12 = \$228	\$228					\$228
Retirement \$5791 x 19.8% x 12 = \$13,759	\$13,759					\$13,759
Worker's Compensation Insurance \$2723	\$2,723					\$2,723
OPEB \$2420	\$2,420					\$2,420
						\$0
Victim Advocate II - Range Step C						\$0
Salary of 1.0 FTE to perform day to day program services, including mandatory and optional services.						\$0
						\$0
						\$0
						\$0
to 3731.50 \$3731/month x 12 = \$44778	\$44,778					\$44,778
te 3731.50 OEDS/Medicare \$3731 x 7.65% x 12 = \$3425	\$3,425					\$3,425
Group Health & Dental \$1676 x 12 = \$20,112	\$20,112					\$20,112
Vision \$24 x 12 = \$288	\$288					\$288
Life/AD&D \$19 x 12 = \$228	\$228					\$228
Retirement \$3197 x 19.8% x 12	\$7,596					\$7,596
Worker's Compensation Insurance \$2723	\$2,723					\$2,723
OPEB \$2420	\$2,420					\$2,420
						\$0
Mass Victimization Advocate, Range Step C						\$0
Salary of 1.0 FTE to perform day to day program services, including mandatory and optional services.						\$0
						\$0
						\$0
						\$0
\$3731/month x 9 = \$33579				\$33,579		\$33,579
OEDS/Medicare \$3731 x 7.65% x 9 = \$2569				\$2,569		\$2,569
Group Health & Dental \$1676 x 9 = \$15084				\$15,084		\$15,084
Vision \$24 x 9 = \$216				\$216		\$216
Life/AD&D \$19 x 9 = \$171				\$171		\$171
Retirement \$3731 x 19.8% x 9 = \$6649				\$6,649		\$6,649
Worker's Compensation Insurance \$2723				\$2,723		\$2,723
OPEB \$2420				\$2,420		\$2,420
						\$0
Administrative Services Specialist, Range Step A						\$0
Salary of 0.05 FTE to perform claims processing, assist with grant preparations, agenda items, budget modifications, and other administrative duties.						\$0
						\$0
						\$0
						\$0
\$4299/month x 12 x 0.05 = \$2579	\$2,579					\$2,579
OEDS/Medicare \$4299 x 7.65% x 12 x 0.05 = \$197	\$197					\$197
Group Health & Dental \$1676 x 12 x 0.05 = \$1006	\$1,006					\$1,006
Vision \$24 x 12 x 0.05 = \$14	\$14					\$14
Life/AD&D \$19 x 12 x 0.05 = \$11	\$11					\$11
Retirement \$4299 x 19.8% x 12 x 0.05 = \$511	\$511					\$511
Worker's Compensation Insurance \$2723 x 0.05 = \$136	\$136					\$136
OPEB \$2420 x 0.05 = \$121	\$121					\$121
						\$0
Personal Section Totals	\$184,777	\$0	\$0	\$79,117	\$0	\$263,894
PERSONAL SECTION TOTAL						

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: <i>San Benito County</i> ^{te}			Subaward #: <i>VW18360350</i> ^{te}			
B. Operating Expenses	17 VOCA	17 ¹⁸ VWA MATCH	17 ¹⁸ VOCA MATCH	18 ^{te} VOCA-MV	18 VOCA MV MATCH	COST
Office Supplies						\$0
toner cartridges, paper, pens, markers						\$0
ink cartridges, misc. office supplies						\$0
\$150 x 12 = \$1800		\$1,800				\$1,800
Printing Costs						\$0
business cards \$.35x500= \$176						\$0
letterhead \$.33x500= \$164; envelopes \$.37x500= \$187						\$0
notecards & blank envelopes \$.77x500= \$386						\$0
Copies of Brochures \$.33x760= \$251						\$0
Total Printing Costs: \$1000		\$1,000				\$1,000
Communications						\$0
telephone/fax expenses						\$0
\$100 x 12 mo = \$1200		\$1,200				\$1,200
Childrens Activities & Supplies	\$353	\$244				\$597
In Memorium Candle holders for NOK						\$0
to honor deceased VOC and Survivors						\$0
\$20 each x 25 = \$500		\$500				\$500
Activities for Na Victim's Rights Week						\$0
2 plaques honoring victims/advocates x \$75 = \$150						\$0
Ad in local print media \$850						\$0
Total: \$1,000		\$1,000				\$1,000
Karpel Computer Software						\$0
maintenance and host						\$0
\$510 per year x 4 = \$2040		\$2,040				\$2,040
V/W Vehicle						\$0
car maintenance \$200		\$200				\$200
car fuel \$50x 12 mo = \$600		\$600				\$600
Membership Dues						\$0
crime victim's assistance association \$125		\$125				\$125
3 Tablets w/Wifi and Keyboard						\$0
\$1256 x 3 = \$3768		\$2,512		\$1,256		\$3,768
Monthly Wifi \$40 x 3 x 12 = \$1440		\$960		\$480		\$1,440
Protective case & Accessories \$75 x 3 = \$225		\$150		\$75		\$225
						\$0

BUDGET CATEGORY AND LINE ITEM DETAIL

356

Subrecipient: <i>San Benito County</i> ^{te}				Subaward #: <i>VW18360350</i> ^{te}		
B. Operating Expenses	17 VOCA	17 ¹⁸ WAO MATCH	17 ^{VOCA} LEGAL MATCH	18 ^{te} VOCA MV	18 ^{te} VOCA MV MATCH	COST
Program Shredder (Fileless Program) \$2000		\$2,000				\$2,000
Repair of wall paint in program office spaces, reception and intake rooms \$1000		\$1,000				\$0
						\$0
MVA Credenza/filing cabinet \$380				\$380		\$380
MVA Desk & Chair \$1600				\$1,600		\$1,600
MVA Computer, Monitor, Keyboard, Printer \$2000				\$2,000		\$2,000
						\$0
Travel/Training Expenses						\$0
2 CDAA Confs. (Summer & Winter), Coordinator						\$0
4 nights lodging/conference \$90x8 = \$720 plus tax		\$720				\$720
per diem \$46 x 8 days = \$ 368		\$368				\$368
mileage 600 x \$0.54 = \$324		\$324				\$324
r/t airfare \$500 = \$500		\$500				\$500
Conference Registration \$350x2= \$700		\$700				\$700
						\$0
Crisis Response Training in SF, CA 3 Staff						\$0
3 nights lodging x \$250/night x 3 = \$2250 plus tax		\$1,500		\$750		\$2,250
3 per diem days x \$46 x 3 = \$414		\$276		\$138		\$414
mileage 558 x \$0.54 = \$301		\$201		\$100		\$301
						\$0
MVA to attend Entry Level Training Seminar						\$0
5 nights lodging (OC) x 120 = \$600 plus tax				\$600		\$600
per diem \$46 x 5 = \$230				\$230		\$230
mileage 120 X \$0.545 = \$65				\$65		\$65
r/t airfare \$400				\$400		\$400
						\$0
						\$0
						\$0
						\$0
						\$0
Storage Facility for MC Supplies & Go Bags						\$0
\$85/month x 8 months = \$680 (Feb-Sept.)				\$680		\$680
						\$0
MV Go Bags consisting of materials and supplies in the case of deployment to a mass casualty crime incident. Go bags include: backpacks \$49.92x20; whistles \$2.79x20; blankets \$7.69; masks \$9.61x20; flashlights \$9.99x20; first-aid kits \$20x20						\$0
Total: \$100/GoBag x20 = \$2000				\$2,000		\$2,000
						\$0
						\$0
MV Response Staff Uniforms to include the following:						\$0
vests \$10x20; hats \$15x20; armbands \$12x20; hardhats \$13x20;						\$0
\$50/Uniform x 20 = \$1,000				\$1,000		\$1,000
						\$0

BUDGET CATEGORY AND LINE ITEM DETAIL

35

Subrecipient: <u>San Benito County</u>				Subaward #: <u>VW18360350</u>		
B. Operating Expenses	17 VOCA	18 ^{te} 17 VWA MATCH	VOCA ^{te} 17 LOCAL MATCH	18 ^{te} VOCA-MV	18 ^{te} VOCA MV-MATCH	COST
MVA & Coord. to attend Leave No Victim Behind, Out of State						\$0
Registration \$379 x 2 = \$758	\$379			\$379		\$758 ✓
Lodging 3 Nights x \$90 plus tax = \$270 x 2 = \$540	\$270			\$270		\$540 ✓
per diem \$46 x 3 = \$138 x 2 = \$276	\$138			\$138		\$276 ✓
✓ 12.1 Mileage 120 x \$5.45 = \$66 x 2 = \$132	\$66			\$66		\$132 ✓
Parking \$17/day x 3 = \$51 x 2 = \$102	\$51			\$51		\$102 ✓
r/t airfare \$520 x 2 = \$1040	\$520			\$520		\$1,040
						\$0
Misc. local mileage for staff to conduct outreach, attend local meetings, etc.						\$0
Mileage 500 x \$5.45 = \$273				\$273		\$273
						\$0
MTDC 10% De Minimis						\$0
S&B \$260,875 + Op Ex \$42742 = \$303,617						\$0
(Less In-Kind)						\$0
\$303,617 x 10% = \$30,362						\$0
Only Charging \$20,347	\$1,424	\$1,500		\$17,423		\$20,347
						\$0
In-Kind Office Space Rent						\$0
3 FTE x 180 sq. ft. = 540						\$0
✓ 540 x \$1.06 sq. ft. x 12 months = \$6869 (divide by 3)						\$0
(only charging \$5865 of \$6869)			\$3,575		\$2,290	\$5,865
In-Kind Common Space						\$0
✓ 60.5 sq. ft./FTE x 3 FTEs x \$1.06 x 12 mo. = \$2309			\$1,540		\$770	\$2,310
2312 ^{te}						\$0
In-Kind Volunteer						\$0
137 hours x \$17.79 = \$2440					\$2,440	\$2,440
						\$0
						\$0
Operating Section Totals	\$3,201	\$21,420	\$5,115	\$30,874	\$5,500	\$66,110
OPERATING SECTION TOTAL						\$66,110

MP

BUDGET CATEGORY AND LINE ITEM DETAIL

35^{te}

Subrecipient: <i>San Benito County^{te}</i>				Subaward #: <i>VW18360350</i>		
G. Equipment	17 VOCA	18 ^{te} 17 VWAO MATCH	VOCA ^{te} 17 LOCAL MATCH	18 ^{te} VOCA MV	18 VOCA MV MATCH	COST
No Equipment over \$5,000						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
Equipment Section Totals	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT SECTION TOTAL						\$0
Category Totals						
Same as Section 12G on the Grant Subaward Face Sheet	\$187,978	\$21,420	\$5,115	\$109,991	\$5,500	
Total Project Cost	330,004 ^{te}					

MR

VSPS Budget Summary Report

VW18	Victim/Witness Assistance Program	Subaward #: VW18 35 0350
San Benito County	Performance Period: 10/01/18 - 09/30/19	
Victim Witness Assistance Program	Latest Request: , Not Final 201	

A. Personal Services - Salaries/Employee Benefits

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	17VOCA	184,777	0	184,777	0	184,777
L	17VOCA	0	0	0	0	0
F	18VOCA	79,117	0	79,117	0	79,117
L	18VOCA	0	0	0	0	0
S	18VWAO	0	0	0	0	0
Total A. Personal Services - Salaries/Employee Benefits:		263,894	0	263,894	0	263,894

B. Operating Expenses

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	17VOCA	3,201	0	3,201	0	3,201
L	17VOCA	5,115	0	5,115	0	5,115
F	18VOCA	30,874	0	30,874	0	30,874
L	18VOCA	5,500	0	5,500	0	5,500
S	18VWAO	21,420	0	21,420	0	21,420
Total B. Operating Expenses:		66,110	0	66,110	0	66,110

C. Equipment

F/S/L	Funding Source	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	17VOCA	0	0	0	0	0
L	17VOCA	0	0	0	0	0
F	18VOCA	0	0	0	0	0
L	18VOCA	0	0	0	0	0
S	18VWAO	0	0	0	0	0
Total C. Equipment:		0	0	0	0	0

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

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

03/06/19

VSPS Budget Summary Report

VW18 Victim/Witness Assistance Program	Subaward #: VW18 35 0350
San Benito County	Performance Period: 10/01/18 - 09/30/19
Victim Witness Assistance Program	Latest Request: , Not Final 201

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	10,615	0	10,615	0	10,615
Total Funded:	319,389	0	319,389	0	319,389
Total Project Cost:	330,004	0	330,004	0	330,004