RESOLUTION - ACTION REQUESTED 2020-398

MEETING: July 14, 2020

TO: The Board of Supervisors

FROM: Walter Wall, District Attorney

RE: Approve Victim Witness Assistance Program 2020-2021 Grant Application

RECOMMENDATION AND JUSTIFICATION:
Approve the 2020-2021 Victim Witness Assistance Program (VW) Grant Application Administered through the State of California Office of Emergency Services (Cal OES) in the Amount of $272,155 for Fiscal Year 20/21; and Authorize the Board of Supervisors Chair to Sign the Grant Application; (Subject to Approval as to Legal Form by County Counsel).

The Victim Witness Assistance Program grant commences October 1, 2020, and runs through September 30, 2021, and provides the District Attorney’s Office with funding for services to victims and witnesses of crime.

The Victim Witness Assistance Program is a year to year Grant, in which recipients are required to reapply each year. With the approval of the current application and upon approval by Cal OES this will be the District Attorney’s 28th year of funding through the Victim Witness Assistance Program.

This program funds 90% of the Victim Witness Coordinator position, an 100% Mass Victimization Advocate, and a 20% Victim Witness Advocate. The District Attorney’s Victim Witness Program is fully funded by State and Federal funds with no assistance from the General Fund.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board has approved other grants submitted by the District Attorney’s Office including the Victim Witness Program for the past 28 years.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
If the Board chooses to not approve the application it will have a negative impact on the Victim Witness Program’s ability to provide assistance to victims and witnesses of crime within Mariposa County.

FINANCIAL IMPACT:
Resolution - Action Requested 2020-398

The Victim Witness Assistance Program is fully funded with State and Federal Grant Funds. No additional General Funds will be used. This grant has been incorporated in the requested budget for fiscal year 2020-2021.

ATTACHMENTS:
Scan of VW20 28 0220 Victim Witness RFA (PDF)

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Marshall Long, District III Supervisor
SECONDER: Miles Menetrey, District V Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey
Request For Application Cover Sheet

VICTIM WITNESS ASSISTANCE (VW) PROGRAM

Submitted by:
Mariposa County District Attorney's Office
5085 Bullion Street
Post Office Box 730
Mariposa, California 95338
Office: (209)742-7441
Fax: (209)966-5681
CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET

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

1. Subrecipient: County of Mariposa
   1a. DUNS#: 0718597607

2. Implementing Agency: Mariposa County District Attorney's Office
   2a. DUNS#: 0718597607

3. Implementing Agency Address: Post Office Box 730, 5085 Bullion Street Mariposa 95338-0730
   (Street) Mariposa (City) 95338-0730 (Zip+4)

4. Location of Project: Mariposa
   (City) Mariposa 95338-0730 (County) (Zip+4)

5. Disaster/Program Title: Victim/Witness Assistance Program
   6. Performance Period: 10/1/2020 to 9/30/2021

7. Indirect Cost Rate: N/A
   Federally Approved ICR (if applicable): %

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<th>B. Federal</th>
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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: Walter W. Wall
   Title: Mariposa County District Attorney
   Payment Mailing Address: P.O. Box 730
   City: Mariposa
   Zip Code+4: 95338-0730
   Signature: [Signature]
   Date: 6/29/20

16. Federal Employer ID Number: 946000880

(FOR Cal OES USE ONLY)

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

(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)
PROJECT CONTACT INFORMATION

Subrecipient: County of Mariposa  Subaward #: VW20 28 0220

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

1. The **Project Director** for the project:
   
   Name: Walter W. Wall  Title: Mariposa County District Attorney
   Telephone #: (209)966-3626  Email Address: wwall@mariposacounty.org
   Address/City/Zip + 4: 5085 Bullion Street- Post Office Box 730, Mariposa California 95338-0730

2. The **Financial Officer** for the project:
   
   Name: Luis Mercado  Title: Mariposa County Auditor
   Telephone #: (209)966-7606  Email Address: lmercado@mariposacounty.org
   Address/City/Zip + 4: 4982 10th Street-Post Office Box 729, Mariposa, California 95338-0730

3. The **person** having **Routine Programmatic** responsibility for the project:
   
   Name: Jessica Day  Title: Victim Witness Coordinator
   Telephone #: (209)742-7441  Email Address: jessicaday@mariposacounty.org
   Address/City/Zip + 4: 5085 Bullion Street- Post Office Box 730, Mariposa, California 95338-0730

4. The **person** having **Routine Fiscal** responsibility for the project:
   
   Name: Jessica Day  Title: Victim Witness Coordinator
   Telephone #: (209)742-7441  Email Address: jessicaday@mariposacounty.org
   Address/City/Zip + 4: 5085 Bullion Street- Post Office Box 730, Mariposa, California 95338-0730

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: Dallin Kimble  Title: Mariposa County Administrative Officer
   Telephone #: (209)966-3222  Email Address: dkimble@mariposacounty.org
   Address/City/Zip + 4: 5100 Bullion Street- Post Office Box 784, Mariposa, California 95338-0784

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 1.5 of the Grant Subaward Face Sheet:
   
   Name: Walter W. Wall  Title: Mariposa County District Attorney
   Telephone #: (209)966-3626  Email Address: wwall@mariposacounty.org
   Address/City/Zip + 4: 5101 Jones Street- Post Office Box 730, Mariposa, California 95338-0730

7. The **Chair** of the **Governing Body** of the Subrecipient:
   
   Name: Kevin Cann  Title: Chair, Mariposa County Board of Supervisors
   Telephone #: (209)966-3222  Email Address: k cannon@mariposacounty.org
   Address/City/Zip + 4: 5100 Bullion Street- Post Office Box 784, Mariposa, California 95338-0784

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Project Contact Information Cal OES 2-102 (Revised 07/2019)
SIGNATURE AUTHORIZATION

Subaward #: VW20 28 0220

Subrecipient: County of Mariposa
Implementing Agency: Mariposa County District Attorney’s Office

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

*Project Director: Walter W. Wall
Signature: [Signature]
Date: 6/29/20

*Financial Officer: Luis Mercado
Signature: [Signature]
Date: 6/30/2020

The following persons are authorized to sign for the Project Director

Signature
Jessica Day
Printed Name

Signature
Printed Name

Signature
Printed Name

Signature
Printed Name

Signature
Printed Name

Signature
Printed Name

Signature
Printed Name

The following persons are authorized to sign for the Financial Officer

Signature
Rebecca Smock
Printed Name

Signature
Printed Name

Signature
Printed Name

Signature
Printed Name

Signature
Printed Name

Signature
Printed Name

Signature
Printed Name
CERTIFICATION OF ASSURANCE OF COMPLIANCE
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

The Applicant must complete a Certification of Assurance of Compliance-VOCA (Cal OES 2-104f), which includes details regarding federal grant funds, the Equal Employment Opportunity, 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 Grant Subaward 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) Victim Assistance Formula Grant Program

I, Walter W. Wall (official authorized to sign; same person as Section 15 on Grant Subaward Face Sheet) hereby certify that

Subrecipient: County of Mariposa
Implementing Agency: Mariposa County District Attorney's Office
Project Title: Victim/Witness Assistance Assistance Program

is responsible for reviewing the Subrecipient Handbook and adhering to all of the Grant 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 Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Subrecipient Handbook for more detail.

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

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

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

Please provide the following information:

Equal Employment Opportunity Officer: Dallin Kimble
Title: County Administrative Officer
Address: 5100 Bullion Street- Post Office Box 784, Mariposa, California 95338
Phone: (209)966-3222
Email: dkimble@mariposacounty.org

Certification of Assurance of Compliance – VOCA Cal OES 2-104f (Rev. 4/2020)
III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

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

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

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

V. Lobbying – (Subrecipient Handbook Section 2154)

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

VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)
(This applies to federally-funded grants only.)

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

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

The above-named organization (Applicant) accepts responsibility for and must comply with the requirement to obtain a signed resolution from the City Council/Governing Board in support of this Program. The Applicant must 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 Grant 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 Grant Subaward 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) Victim Assistance Formula Grant Program Funds

1. Applicability of Part 200 Uniform Requirements

The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and Subawards ("Subgrants"), see the OJP website at https://ojp.gov/funding/Part200UniformRequirements.htm.

Record retention and access: Records pertinent to the award that the Subrecipient must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the Subrecipient must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the Subrecipient is to contact OJP promptly for clarification.
2. Compliance with DOJ Grants Financial Guide

The Subrecipient must comply with the DOJ Grants Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at https://ojp.gov/financialguide/DOJ/index.htm), including any updated version that may be posted during the period of performance. The Subrecipient must comply with the DOJ Grants Financial Guide.

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

The Subrecipient must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of Subrecipients, Subrecipients ("Subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the Subrecipient or of any Subrecipient.

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

4. Civil Rights and Nondiscrimination

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

a. The Subrecipient understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);

b. The Subrecipient understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110 (e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13), which will apply to all awards made by the Office of Violence Against Women, also may apply to an award made otherwise; and
c. The Subrecipient understands they must comply with the specific assurances set out in 29 C.F.R. §§ 42.105 and 42.204.

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

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

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


The Subrecipient must 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, 2019, are set out at https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

7. Reporting Potential Fraud, Waste, & Abuse

The Subrecipient must promptly refer to DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct. Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by -- (1) online submission accessible via the OIG webpage at https://oig.justice.gov/hotline/contact-grants.htm (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC.
20530; and/or (3) by facsimile to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

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

8. Restrictions and Certifications Regarding Non-Disclosure Agreements and Related Matters

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

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

a. In accepting this award, the Subrecipient:

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

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

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

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

- 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 outreach to decrease crashes caused by distracted drivers.

10. OJP Training Guiding Principles

Any training or training materials that the Subrecipient develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm.

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

The Subrecipient must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it - (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 Subrecipient'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.
12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed $250,000

The Subrecipient must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, $250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- 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 https://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 $250,000)), and are incorporated by reference here.

13. Requirement for Data on Performance and Effectiveness Under the Award

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

The 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. Victims of Crime Act Requirements

The Subrecipient must 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.

16. Demographic Data

The Subrecipient must 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.

17. Performance Reports

The Subrecipient must 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.

18. Access to Records

The Subrecipient must authorize 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.

19. All Subawards ("Subgrants") must have specific federal authorization

The Subrecipient must comply with all applicable requirements for authorization of any Subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Subaward are posted on the OJP web site at https://ojp.gov/funding/Explore/SubawardAuthorization.htm (Award condition: All Subawards ("Subgrants") must have specific federal authorization), and are incorporated by reference here.

20. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award regardless of the dollar
amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used.

a. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

b. Monitoring

The Subrecipient's monitoring responsibilities include monitoring of compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

1) The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor, grant Subrecipient or -Subrecipient, agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.
2) Nothing in this condition shall be understood to authorize or require any Subrecipient or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

21. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ, the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award is to benefit a set of individuals under 18 years of age.

The Subrecipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.
The details of this requirement are posted on the OJP web site at https://ojp.gov/funding/Explore/Interact-Minors.htm (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

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

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

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

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

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

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to
Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients and Subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at https://www.ecfr.gov/cgi-bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

25. Restrictions on "Lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the Subrecipient, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

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

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

26. Subgrant Award Report (SAR)

The Subrecipient must submit a SAR to OVC for each Subrecipient of the VOCA victim assistance funds, within ninety (90) days of awarding funds to the Subrecipient. Subrecipients must submit this information through the automated system.

27. Effect of Failure to Address Audit Issues

The Subrecipient understands and agrees that the DOJ awarding agency (OJP or OVVW, 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.

28. 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.

29. Hiring Documents

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the funds.
All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for Subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

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

Authorized Official’s Signature: [Signature]
Authorized Official’s Typed Name: Walter W. Wall
Authorized Official’s Title: Mariposa County District Attorney
Date Executed: 01/29/2020
Federal Employer ID #: 94-6000880 Federal DUNS #: 071859607
Current System for Award Management (SAM) Expiration Date: 03/12/2021
Executed in the City/County of: Mariposa, California

AUTHORIZED BY: (not applicable to State agencies)

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

Signature: [Signature]
Typed Name: Kevin Cann
Title: Chair, Mariposa County Board of Supervisors

APPROVED AS TO FORM:

[Signature]
STEVEN W. DAHLEM
COUNTY COUNSEL
<table>
<thead>
<tr>
<th>Subrecipient: County of Mariposa</th>
<th>19 VOCA</th>
<th>20 VWAO</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Personal Services – Salaries/Employee Benefits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>.90 Victim Witness Coordinator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$66,438.68 annual compensation at 90%</td>
<td></td>
<td></td>
<td>$59,795</td>
</tr>
<tr>
<td>($4,982.92/pp x 12 pp = $59,795.04)</td>
<td></td>
<td></td>
<td>$59,795</td>
</tr>
<tr>
<td>1 FTE Victim Witness Advocate-MVA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$41,066.88 annual compensation ($3,422.24/pp x 12 pp)</td>
<td>$41,067</td>
<td>$41,067</td>
<td></td>
</tr>
<tr>
<td>.20 FTE Victim Witness Advocate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$30,032.40 annual compensation at 20% ($500.58/pp x 12 pp= $6,006.96)</td>
<td>$6,007</td>
<td>$6,007</td>
<td></td>
</tr>
<tr>
<td>SEIU Program Personnel Benefits X 39%</td>
<td>$40,777</td>
<td>$40,777</td>
<td></td>
</tr>
<tr>
<td>$106,869 x 39% = $41,678.91 (Claiming only $40,777)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| MVA Position- $16,753 + $24,024 (.90 FTE Coordinator 
& .20 FTE Advocate) = $40,777 |         |         |      |
| Unfunded Liability Payment | $11,596 | $11,596 |
| $11,596 - One time payment (July) |         |         |      |
| MVA Personnel Totals Page One- $57,820 |         |         |      |

Personal Section Totals | $159,242 | $159,242 |

PERSONAL SECTION TOTAL | $159,242 |
## BUDGET CATEGORY AND LINE ITEM DETAIL

**Subrecipient:** County of Mariposa  
**Subaward #:** VW20 28 0220

<table>
<thead>
<tr>
<th>B. Operating Expenses</th>
<th>19 VOCA</th>
<th>20 VWAO</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Office Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communications</td>
<td>$4,200</td>
<td>$4,200</td>
<td></td>
</tr>
<tr>
<td>Phones, fax, internet, alarm $350/month x 12 months = $4,200 (MVA at 25% of use: $1,050)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Office Supplies</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paper, pens, postage, envelopes, business cards, ink, thumbdrives, toner $1,276.42 x 12 months = $15,317.04</td>
<td>$15,317</td>
<td>$15,317</td>
<td></td>
</tr>
<tr>
<td>Ergonomical desk with automatic lift: $1,500 + tax $112.50 = $1,612.50</td>
<td>$1,613</td>
<td>$1,613</td>
<td></td>
</tr>
<tr>
<td>Refreshments and general supplies (coffee, tea, snacks, balloons, publications, public notices) for Victim-related training and public events (i.e., National Crime Victims’ Rights Week Ceremony) $300/event x 3 events/year - $900</td>
<td>$900</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td><strong>Copier Expense</strong></td>
<td>$1,100</td>
<td>$1,100</td>
<td></td>
</tr>
<tr>
<td>Lease &amp; Service $91.66/month x 12 months = $1100</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Publications</strong></td>
<td></td>
<td>$900</td>
<td>$900</td>
</tr>
<tr>
<td>Newspaper subscription, pamphlets, cards, event publications $75/month x 12 months = $900</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cleaning Supplies</strong></td>
<td>$300</td>
<td>$300</td>
<td></td>
</tr>
<tr>
<td>Paper towels, toilet paper, cleaners $25/month x 12 months = $300</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Utilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electricity, propane at $175/month x 12 months = $2,100 (MVA 25% use = $525)</td>
<td>$2,100</td>
<td>$2,100</td>
<td></td>
</tr>
<tr>
<td><strong>Technology</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Case Management (Prosecutor by Karpel) Hosting Fee $100/ user x 4 users = $400</td>
<td>$400</td>
<td>$400</td>
<td></td>
</tr>
<tr>
<td>Case Management (Prosecutor by Karpel) Annual Support Fee $450/ user x 4 users = $1,800</td>
<td>$1,800</td>
<td>$1,800</td>
<td></td>
</tr>
</tbody>
</table>

**MVA Operating Expense Page One Totals:** $1,575

Cal OES 2-106a (Revised 10/2019)
### B. Operating Expenses

<table>
<thead>
<tr>
<th>Subrecipient: County of Mariposa</th>
<th>19 VOCA</th>
<th>20 VWAO</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rents &amp; Leases - Structures</strong></td>
<td>$5,700</td>
<td></td>
<td>$5,700</td>
</tr>
<tr>
<td>Rent: Interview Room/ Victim Witness Court waiting area/ Storage (MVA) 4 FTE- 520 sq. ft. at .92 x 12 @ 100% = $5,740.80 (Only claiming $5,700) - (50% of building being used as MVA Storage - $5,740.80 x 50% = $2,850 (MVA)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Mass Victimization Advocate Go-Bag/Supplies-MVA</strong></td>
<td>$8,150</td>
<td></td>
<td>$8,150</td>
</tr>
<tr>
<td>Emergency Services Bag &amp; go-bag: $150 x 1 person = $150</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weather appropriate gear (Boots, gloves, heavy jackets, identifying polos) $1,000 x 5 people = $5,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MVA Deployment Supplies (Pens, paper, printers, etc.) $250/month x 12 months = $3,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Membership</strong></td>
<td>$380</td>
<td></td>
<td>$380</td>
</tr>
<tr>
<td>CCVAA Membership Dues $80/year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Child Advocacy Centers of California $300/year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Liability Insurance</strong></td>
<td>$2,184</td>
<td></td>
<td>$2,184</td>
</tr>
<tr>
<td>$546/ quarter x 4 quarters = $2,184</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Vehicle Costs</strong></td>
<td>$4,800</td>
<td></td>
<td>$4,800</td>
</tr>
<tr>
<td>Operation and Maintenance Monthly Charges: $2,000 miles/month at $100/month x 12 months x 2 vehicles = $2,400</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fuel Costs: 2,000 miles/ month at $100/ month (Average price per gallon at $3) x 12 months x 2 vehicles = $2,400</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Trainings &amp; Travel</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regional Crisis Response Training-MVA Regions-Internal Rates</td>
<td>$4,464</td>
<td></td>
<td>$4,464</td>
</tr>
<tr>
<td>County: TBD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mileage: Average of 300 miles/ trip x .58/mile x 6 meetings x 2 people = $2,088</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Per Diem: $44/day x 12 days x 2 people = $1,056</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lodging: $95/night + $15/tax x 6 nights x 2 people = $1,320</td>
<td></td>
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</tr>
</tbody>
</table>

**MVA Operating Expense Page Two Totals: $15,464**

| Entry-Level Advocate Academy | $1,762 |     | $1,762 |

Cal OES 2-106a (Revised 10/2019)
### B. Operating Expenses

<table>
<thead>
<tr>
<th>Subrecipient: County of Mariposa</th>
<th>19 VOCA</th>
<th>20 VWAO</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>County: TBD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mileage: 600 miles x .58/mile = $348</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lodging: $95/night + $15/tax x 5 nights = $1,100</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Per Diem: $44/day x 6 days = $264</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking: $10/day x 5 days = $50</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic Violence &amp; Stalking Seminar</td>
<td>$2,414</td>
<td></td>
<td>$2,414</td>
</tr>
<tr>
<td>County: Long Beach</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mileage: 636 miles x .58/mile x 2 people = $738</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lodging: $125/night + $17/tax x 4 nights x 2 people = $1,136</td>
<td></td>
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<tr>
<td>Per Diem: $44/day x 5 days x 2 people = $440</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking: $10/day x 5 days x 2 people: $100</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Child Forensic Interview Training</td>
<td>$1,137</td>
<td></td>
<td>$1,137</td>
</tr>
<tr>
<td>County: TBD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mileage: Average of 600 miles x .58/mile = $348</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lodging: $95/night + $10/tax x 5 nights = $525</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Per diem: $44/day x 6 days = $264</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prosecutor by Karpel (PbK) User Meeting- St. Louis, MI</td>
<td>$1,769</td>
<td></td>
<td>$1,769</td>
</tr>
<tr>
<td>Airfare: $500</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taxi: $80 (To &amp; From Airport)</td>
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<tr>
<td>Lodging: $146/night + $15/night tax x 4 nights = $644</td>
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<tr>
<td>Per Diem: $44/day x 5 days = $220</td>
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<tr>
<td>Registration: $325</td>
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<td></td>
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<tr>
<td>Elder Abuse Symposium</td>
<td>$3,416</td>
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<td>$3,416</td>
</tr>
<tr>
<td>County: Orange</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Mileage: 644.83 x .58/mile x 2 people = $748</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Lodging: $120/night + $15/tax/night x 4 nights x 2 people = $1,080</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Diem: $44/day x 5 days x 2 people = $440</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking: $15/day x 5 days x 2 people = $150</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registration: $499 x 2 people = $998</td>
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</tbody>
</table>

**MVA Operating Expense Page Three Totals: $0**

<table>
<thead>
<tr>
<th>2021 CDAA Winter/Summer Conference- MVA</th>
<th>19 VOCA</th>
<th>20 VWAO</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>County(s): TBD</td>
<td>$2,818</td>
<td></td>
<td>$2,818</td>
</tr>
</tbody>
</table>

*Cal OES 2-108a (Revised 10/2019)*
## B. Operating Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>19 VOCA</th>
<th>20 VWAO</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mileage: 700 miles (Average trip Southern CA) x .58/mile x 2 conferences = $812</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lodging: Average $145/night + $15/night tax x 7 night stay = $1,120</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Diem: $44/day x 9 days = $396</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registration: $200/conference x 2 conferences = $400</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking: $10/night x 9 days = $90</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Symposium on Child Abuse- Huntsville, Alabama</td>
<td>$4,065</td>
<td></td>
<td>$4,065</td>
</tr>
<tr>
<td>Airfare: $780 x 2 people = $1,560</td>
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<tr>
<td>Taxi: $35 (To &amp; From Airport)</td>
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<tr>
<td>Lodging: $125/night + $15/night tax x 3 nights x 2 people = $840</td>
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<tr>
<td>Per Diem: $44/day x 4 days x 2 people = $352</td>
<td></td>
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<tr>
<td>Registration: $639 x 2 people = $1,278</td>
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<tr>
<td>Mass Crisis Response Summit- MVA</td>
<td>$2,779</td>
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<td>$2,779</td>
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</tbody>
</table>

| County: San Francisco                                                        |         |         |       |
| Mileage: 240 miles x .58/mile = $139.20                                     |         |         |       |
| Taxi: $40 (To and from Conference)                                           |         |         |       |
| Lodging: $250/night + $20/night tax x 4 nights x 2 people = $2,160          |         |         |       |
| Per Diem: $44/day x 5 days x 2 people = $440                                 |         |         |       |
| National Transportation Safety Board- Family                                 |         |         |       |
| Assistance Center- Disaster Response- MVA- Ashburn, Virginia                 | $1,850  |         | $1,850|
| Airfare: $600                                                                |         |         |       |
| Taxi: $50 (To/From Airport & Hotel)                                          |         |         |       |
| Airport Parking: $20/day x 5 days = $100                                     |         |         |       |
| Lodging: $200/night + $20/night tax x 4 nights = $880                       |         |         |       |
| Per Diem: $44/day x 5 days = $220                                            |         |         |       |
| Travel to for Victim and Witness Meetings                                    | $1,136  |         | $1,136|
| Mileage: Average of 1200 miles x .58 = $696                                  |         |         |       |
| Per Diem: $44/day x 10 out-of-county meetings/grant period: $440             |         |         |       |

**MVA Operating Expense Page Four Totals: $7,411**

**Total Operating Expense MVA Costs: $24,450**

<table>
<thead>
<tr>
<th>Operating Section Totals</th>
<th>$76,554</th>
<th>$900</th>
<th>$77,454</th>
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<td>OPERATING SECTION TOTAL</td>
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Subrecipient: County of Mariposa  

<table>
<thead>
<tr>
<th>Subaward #: VW20 28 0220</th>
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<tbody>
<tr>
<td><strong>C. Equipment</strong></td>
<td></td>
</tr>
<tr>
<td>19 VOCA</td>
<td></td>
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<tr>
<td>20 VWA0</td>
<td></td>
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<tr>
<td><strong>COST</strong></td>
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</tbody>
</table>

**Program Vehicle**

AWD RAV4-SUV- Purchase Price: $31,440
*(Vehicle purchased through county procurement process)*
Sales Tax: 8% x $31,440 = $2,515.20
Freight and Delivery Fee: $250.00
Mariposa County Fleet- New Vehicle Set-up: $490.00

Courthouse Facility Dog Vehicle Modifications:
- All- weather Floor Mats- $269
- Additional Key Fob $495
Total Cost: **$35,459**

MVA Equipment Use & Deployment - at 50% of total cost $35,459: $17,730

**Total MVA Budget Cost: $100,000**

<table>
<thead>
<tr>
<th>Equipment Section Totals</th>
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</thead>
<tbody>
<tr>
<td><strong>$18,982</strong></td>
<td></td>
</tr>
<tr>
<td><strong>$16,477</strong></td>
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<tr>
<td><strong>$35,459</strong></td>
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</table>

EQUIPMENT SECTION TOTAL: **$35,459**

<table>
<thead>
<tr>
<th>Category Totals</th>
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<tbody>
<tr>
<td><strong>Same as Section 12G on the Grant Subaward</strong></td>
<td></td>
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<tr>
<td>Face Sheet</td>
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<tr>
<td><strong>$254,778</strong></td>
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<tr>
<td><strong>$17,377</strong></td>
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</table>

Total Project Cost: **$272,155**
Budget Narrative

The Mariposa County District Attorney’s Office Victim Witness Program strives to expend funds in accordance with all rules and regulations set forth in the Grant Recipient Handbook. The personnel and operating costs have been developed to support the goals and objectives of the Program and provide the most in direct services to our victims and witnesses of crime in Mariposa County. We make every effort to keep indirect costs at a minimum. The Victim Witness Program includes a Victim Witness Coordinator (.90 FTE), a Victim Witness Advocate (1 FTE), Victim Witness Advocate (.20 FTE).

A. Personal Services – Salaries/Employee Benefits:

VICTIM WITNESS COORDINATOR (.90 FTE):

Annual Salary: $66,438.68 at 90% = $59,795  Annual Benefits at 90%: $19,603

The Coordinator has been employed with the Mariposa County District Attorney’s Office for a total of Six years. The Coordinator has two years of Victim Service Advocate experience and has been the Coordinator for over four years. She has the entry-level certificate, Victim Witness Coordinator training certificate, the Child Forensic Interview techniques training certificate and numerous other crime-specific certificates, and training hours. She has a bachelor’s degree in Sociology and is nearly finished with her master’s degree in Forensic Psychology with and emphasis in Victimology.

The Coordinator manages the Victim Witness Services Program. The Coordinator is responsible for program and grant oversight to ensure all goals for the program are met. The Coordinator will collect and track data, ensure goals and objectives of the program are carried out properly in a timely manner, communicate with Cal-OES, and complete
quarterly and annual reports. The Coordinator will also review and assign cases to Victim Witness Advocates and assist with providing advocacy and services to victims of crime. The Coordinator’s salary is based on Mariposa County’s Human Resources Policies and Procedures. The County’s benefit package includes Social Security, Medicare, Administrative Health Fee, Dental, Vision, Employer Paid Health, Retire-Employer-Misc., Retire-EPMC-Misc., Retire-Employee, Retire-EPMC-, Employer Member Ret, Life Insurance, SDI, and Deferred Compensation-Cash Benefit.

Victim Witness Coordinator’s 90% Salary and Benefits total: $79,398

**VICTIM WITNESS ADVOCATE- MVA (1 FTE):**

Annual Salary: $41,067                  Annual Benefits: $16,753

This position is a specialized position within the victim services; the position has been filled by an advocate who has a bachelor’s degree in Forensic Behavioral Sciences.

In addition to her education, she has vast experience in trauma response; she has been in the MVA Position for approximately one year, with concurrently working for almost two years as a Victim Witness Advocate. She has completed the Entry-Level Advocate Academy and has completed the Regional Crisis Response Training. In addition, she is a trained in forensic interview techniques.

The Advocate follows a victims’ case from initial investigation to sentencing; providing support and communicating with victims regarding the progression of the case. The Advocate also covers community outreach events that occur during the year on weekends and evenings. The 14 mandatory services are provided by the Victim Witness Advocate, some of which include crisis management, peer counseling, court support and updates, helps with Cal-VCP claims, victim impact statements, restitution and
Criminal Protective Orders. This position has a modified case load to allow for Mass Victimization Crisis-Response deployment as needed.

The Mass Victimization Advocate’s position (MVA) will be a position that builds bridges with local community agencies and helps plan and implement policies surround Mass Crisis Response. If available, the MVA will be deployed to regional crisis response units and provide field work that allows for trauma-informed care of victims.

The Victim Witness Advocate’s salary is based on Mariposa County’s Human Resources Policies and Procedures. The County’s benefit package includes Social Security, Medicare, Medical, Dental, Vision, Life Insurance, SDI State Disability, Retire-Employer-Misc. and Deferred Compensation-Cash Benefit.

Victim Witness Advocate 100% Salary and Benefits total: $57,820

**VICTIM WITNESS ADVOCATE (.20 FTE)**

Annual Salary $30,032.40 at 20%: $6,007 Annual Benefits at 20%: $4,421

The Advocate follows a victims’ case from initial investigation to sentencing; providing support and communicating with victims in regard to the progression of the case. The Advocate also covers community outreach events that occur during the year on weekends and evenings. The 14 mandatory services are provided by the Victim Witness Advocate, some of which include crisis management, peer counseling, court support and updates, helps with Cal-VCP claims, victim impact statements, restitution and Criminal Protective Orders.

In addition to mandatory services, this position will be in the unique position to reach out to all victims of crime that are forwarded to the District Attorney’s Office who has been listed as a victim or witness of a violent crime. Currently, our procedure includes a
blanket letter to victims of crime in Mariposa County; this position will serve an initial liaison to start CalVCB applications if appropriate and referrals to community partners. At the present time, our current Advocate staff has a focus of violent crime victims, this position will aid in opening services and personal contact to the victim, rather than a formal letter alone.

Victim Witness Advocate 20% Salary and Benefits total: $10,428

Total SEIU Personnel Benefits are 39% of Annual Full-Time Permanent Salaries of $106,869 = $41,678.91 but only seeking to claim $ 40,777.

In recent years Mariposa County has had to fund the cost of retirees within specific management systems, such as the Service Employees International Union (SEIU) or CalPERS, that the program staff is apart of. The cost is calculated per full time employee. This payment is a once a year cost, this coming grant year the cost will be $11,596.

Unfunded Liability payment: $11,596

Personnel Services Total: $159,242

B. Operating Expenses:

Office Expenses:

Operating expenses will be expended with caution and with attention to VOCA requirements. Costs for the Victim Witness Office include: Communication (telephones,
internet, security) total of $350 per month x 12 months = $4,200; general office supplies (paper, pens, business cards, toner, shirts for public events, etc.) $1,276.42/month for 12 months = $15,317 and Ergonomically-friendly desk with lift $1,500 + $112.50 tax = $1,613. Refreshments and supplies for victim-related outreach and events (coffee, tea, snacks, publications, public notices, using state funds to cover these costs at $300/event x 3 events/ year = $900. Copy machine rental, machine service costs $91.66/month for 12 months = $1,100. Publication purchases are needed for more up-to-date information for community outreach projects such as the Safe Family Fairs and the Senior Fair, as well as for the Victim Witness Office and MVA Position thus our publication expenses are $75/month x 12 months = $900. Additional operating expenses include cleaning supplies at $25/month for 12 months = $300. Janitorial services are not available for our storage and court waiting area; therefore, staff must clean and keep supplies. Utilities (electricity and propane) total of $175 per month x 12 months = $2,100. The program does have new case management fee this grant period, these include a case management hosting fee of $100/user x 4 users per year = $400 and the support fee of $450/user x 4 users per year = $1800. Rent: Interview Room/Victim Witness Court waiting area/MVA Storage Space 4 FTE - 520 sq. ft. at .92 x 12 @ 100% = ($5,740.80) only claiming $5,700 (50% of building is being used as MVA Storage - $5,700 x 50% = $2,850 MVA; All services have decreased this year due to an overall decrease use for power, water and gas costs as the Victim Witness Office moved our Services into a building the County of Mariposa owns, at this time we are not paying for rent or additional utilities. The county is preparing a plan for a cost-allocation plan for our utilization of the new building.

There is also a continued need for the specialized mass victimization advocate and staff to have gear and supplies required for deployment. Costs for staff include: emergency
services bag at ($150/each x one person) **$150**, weather appropriate gear (gloves, boots, heavy jackets, advocate-identifying polo’s and hats) ($1000/each x five people) **$5,000**, and MVA deployment supplies (Pens, paper, printers, etc.) $250 x 12 months. **$3,000**.

We also have a required membership for CCVAA is **$80** annually and a membership for the Child Advocacy Centers of California at **$300**/year. Additionally, the liability insurance required by Mariposa County is **$2,184**, which has significantly increased from previous years. Vehicle costs include gas expenses averaging 2,000 miles/month at $1,200 yearly gas costs and $100 monthly maintenance expenses, which is $1,200 per year. For a total per vehicle cost of $2,400 x 2 vehicles = **$4,800**.

**Total: $49,844**

**Training and Travel:**

Program personnel will attend several trainings and seminars during the year including various mandatory Regional Training sessions (Up to six) for the Mass Victimization Advocate (1 FTE) and Victim Witness Coordinator (.90 FTE). Our newest Victim Witness Advocate (1 FTE) will attend the Entry Level Victim/Witness Advocate Training. The Program Advocates(2) (1.20 FTE) will attend a Domestic Violence and Stalking Seminar to increase knowledge of services to county dominated crime statistics, it is crucial to receive continuous training in this specified area as our county sees a lot of domestic violence and sexual assault related crime. Our Coordinator will also attend the Two Regional Trainings (typically held in Southern California). Our new advocate will attend a five-day training in Sacramento County that focuses on interviewing children who have
been victims of sexual assault, our office is the only office in the county that conducts Child Forensic Interviews with the help of our Multi-Disciplinary Interview Team (MDIT). This year, our program has been focused on cross-training between Coordinator and Advocates, thus an advocate will be sent to our case management system to help with statistical and report creation for our quarterly reports. Additionally, Mariposa County has a large population of aging individuals, thus we are sending two advocates to the CDAA National Elder and Dependent Adult Abuse Symposium. Additionally, we were unable to send our advocates this past grant year to the International Symposium on Child Abuse, thus we will be sending two advocates in the new grant period. Our Mass Victimization Advocate will attend the Mass Crisis Response Training in San Francisco as well as the National Transportation Safety Board’s Family Assistance & Disaster Response training, these are two trainings that have been widely recommended for advanced training and response to a mass victimization event. Additionally, we have several large jury trials in the coming grant year that will have us out of the county at a different trial venue, thus the need for us to have related mileage and per diem rates for these cases. Due to the travel for the above trainings we set out 37 nights of lodging at $95-250 per night (with applicable tax rates), meals and incidentals at $44 per day and parking expenses of an average of $10-$15/day and Taxi costs ($80 + $35 + $40 + $50 = $205) for a total of $16,032. Mileage costs were estimated for travel to destinations for trainings out of the area at the rate of $.58 per mile at 10,201.66 miles totaling ($5,916.96) $5,917. Airfare costs for International Symposium on Child Abuse $780 x 2 people, $1560 and the Prosecutor by Karpel Workshop $500 and the National Transportation Safety Board- Family Assistance Center/ Disaster Response Training $600, for a total of $2,660. Registration costs are as follows: International Symposium on Child Abuse $639 x 2 people, $1,278, National Elder
and Dependent Adult Abuse Symposium $499 x 2 people, $998, Summer and Winter
CDDA Workshop($200/conference), $400, and Prosecutor by Karpel $325 for a total of
$3,001.
Total: $27,610
Total Operating Expenses: $77,454

C. Equipment:
In the coming grant year, we are anticipating the arrival of a courthouse facility dog for
the program, we will need a vehicle for the dog to be transported and even the options
for deployment for a mass crisis event. With this said we will be utilizing Mariposa County’s
Fleet Department for the purchase and procurement of a RAV-4 SUV AWD vehicle. The
cost of the car is $31,440 with additional 8% sales tax of $2,515.20. Additional costs
include delivery and freight costs $250, fleet set-up $490, modifications for all-weather
cargo mats $269 and an additional key fob $495 for a total of ($35,459.20) $35,459

A. Total Personal Services – Salaries/Employee Benefits: $159,242
B. Total Operating Expenses: $77,454
C. Total Equipment Costs: $35,459
TOTAL PROJECT COSTS: $272,155

After Hours Contact Information:
Jessica Day-Victim Witness Coordinator
Cell: (209)620-9543 Home: (209)742-7798
The Plan: The Victim Witness Services Program (VWSP) attempts to deliver assistance to all victims of crime, whether charges have been filed or not. No victim, no matter what the crime, will be turned away if services or assistance is requested. This office is notified immediately through our case management system as soon as a report is submitted into the District Attorney’s case data base. Elements of the case can be seen and researched by the advocates, and copies of all documentation, including filing decisions and charging documents, can be viewed as soon as they are entered. This ability has greatly increased the efficiency of our office in reviewing and updating our case files. With the use of our case management system, our office is much more efficient on communicating with victims, quickly assessing their needs, and providing them the services or referrals that they may require in a more timely fashion.

VWSP receives most of its referrals from the Mariposa County Sheriff’s Department, California Highway Patrol, and the California Fish and Game Department via the Mariposa County District Attorney’s Office case management system. Additional referrals come to the office via Mountain Crisis Services (MCS), our local sexual assault and domestic violence advocacy center, Child Welfare and Adult Protective Services, Yosemite National Park Law Enforcement, and the local hospital, John C. Fremont Healthcare District. Our case management system further allows us to send reminders and immediate messages to the Deputy District Attorney assigned to the case, which in turn eliminates the necessity of traveling to and from the offices or phone calls back and forth. Court dates and minute orders are available without having to view the Court’s data base and then wait for the Court Clerks to send that information to our office.
Throughout the duration of the case, and often after the case is completed, contact with the victim is maintained. This is primarily done through phone communication and meetings at the office, but letters and emails are also utilized. All mandatory services are provided when requested and documented each time they are provided in the case management system with corresponding statistics and notes per interaction. Reports can be run efficiently to assist in the reporting requirements of Cal-OES.

The most frequent services provided by our advocates are case status, case disposition, orientation to the Criminal Justice System, Court support and escort, restraining order information, general follow up assistance in person, phone and/or by letter, crisis intervention, Cal-VCP claim assistance, and help with preparation of victim impact statements. Restitution assistance is provided when requested and we have had many requests for this service and often includes several steps to have victims complete and provide appropriate documentation for a claim. In the 2018-2019 grant year a total of 2,532 services were provided to victims/witnesses of crime. Thus far during the 2019-20 grant year the VWSP has provided a total of 3,698 services, reflecting an increase already over the prior year.

The VWSP follows the guidelines set forth by the Cal-OES Recipient Handbook. The same guidelines are applied to the rules and regulations as they pertain to VOCA Guidelines and Procedures for assisting victims of crime. In addition, the Mariposa County Auditor's Office is subject to a yearly audit of the VWSP as a part of their annual audit, using an outside auditing firm. With funds provided by the XC grant, we propose to offer services in the North County region of Mariposa County upon request and available appointment times in a shared building with the Behavioral Health Department. This will enable the VWSP to reach out to those victims/witnesses who are unable to make the trip into Mariposa for our services. VWSP attempts to utilizes volunteers to help assist victims and witnesses during trials, to help gather and complete information for Cal-VCP applications, and to assist with any clerical work that can be done within the office. It has been difficult in the past to acquire volunteers that are
qualified to handle clients in extreme distress as well as to keep their information confidential. Being in a small community the issue of confidentiality and case sensitive information around volunteers who know a large amount of the population has created problems in the past, and extreme care must be taken to find appropriate help. Time sheets are documented for volunteer hours on a monthly basis.

The VWSP has a very close working relationship with MCS, MCSD, and the Child and Adult Protective Services (CPS/APS) through the Department of Human Resources. We have Operating Agreements in place with the above entities. MCS delivers comprehensive services to sexual assault and domestic violence victims either referred by VWSP or directly contacted. CPS/APS along with our Behavioral Health Department provides services for children crime victims. Referrals are received from all of the above-named organizations, however the majority are generated by the MCSD. We work closely with the Sheriff’s Deputies to provide safety tips and crime prevention services to victims. The Deputies carry and hand out Marsy's cards to any victims they may encounter in the field and direct victims of domestic violence to MCS when applicable. MCS provides extensive assistance to the community through free family law and restraining order help, emergency shelter, clothing and food, counseling services, transportation and support for medical emergencies. They continue to expanded their services under a comprehensive umbrella called the Alliance for Community Transformations that can provide responsive and preventative services including a youth center, recovery center, foster-care, homeless shelter, a re-entry program into the system from the judicial system, and advocacy and help for domestic and sexual violence. We routinely refer our victims there for these services, and we meet with their staff on a as need basis to discuss if any further services or help could be provided to our shared clients. In addition, the staff of VWSP meets monthly with other servicing agencies to discuss issues, events and share information in regards to programs or possible mutual clients.
Victim Witness Services staff work closely with both CPS and APS. If there is a need to conduct a child forensic interview it is arranged and held within the VWSP Office. VWSP hopes to send and advocate to training in order to be able to conduct interviews for the multidisciplinary team. This has proven invaluable as we are able to immediately assess the situation, file complaints in an expedited fashion, and provide instant access to services if needed.

On occasion we work closely with APS when referred elder abuse cases, and often work with social workers to provide services to those that need additional assistance. We further work with the MCPO by providing follow-up assistance to victims of crime that receive restitution funds from convicted offenders. In addition, we can help locate victims when offenders are released from prison to advise them of the offender’s re-entry to society and to help maintain their safety.

The VWSP is ADA compliant with wheelchair access. Services and victim rights information is provided in alternative formats to meet the needs of each person (such as foreign language or Braille). Accommodations can be made through our office and the Mariposa County Superior Court for those needing assistance in any way, either with language barriers or disabilities. Interpreters and/or sign language staff are available through the Mariposa County Superior Court by request and our office has transcriptions of several victim’s right publications, provided by the California Attorney General. When working with victims that may have a disability or are elderly, our office works with the Superior Court to have cases heard in the downstairs courtroom to make accessibility, visibility and hearing easier. Sometimes a medical issue needs to be addressed and may include something as simple as a foam seat or backrest, even a specific amplifying headset to address the individual’s needs. The District Attorney’s Office and the Mariposa Superior Court have recently added in-camera and projection systems to accommodate closed circuit hearings for sensitive situations or to separate victims from defendants in child sexual assault cases. The Superior Court has added a new auditory system.
so that microphones and speakers are now in use to help with the acoustics of the historic building.

Victims may be taken by the VWSP Advocates to the MCDAO to be introduced to the Deputy District Attorney who will be handling their victimization through the court process. In this meeting the Deputy District Attorney attempts to get a feel from the victim as to what kind of outcome they would hope to achieve. This is a refreshing view for a victim to be able to be heard and understood. In the last several years VWSP and the MCDAO has been focusing on community outreach and has developed a comprehensive system involving the VWSP staff, Deputy District Attorneys', a Sheriff's Investigator, and MCS personnel. Through this program we have been able to shorten the length of time between investigation and prosecution, increase the conviction rates, and largely decrease the stress of the case from start to finish for the victims. Overall, our goal is to make sure that victims receive advocacy and services immediately after a crime is reported to help alleviate the trauma that they have endured, and to attempt to resolve the case in a timely manner that is consistent with their needs. In situations of domestic violence or dating violence the outcomes sometimes are not what they expect, but the Advocates and Deputy District Attorney's do their best to reduce the trauma they may face and provide the best services and referrals to help victims cope with the trauma that has been inflicted on them.

We have several goals for the 2019-2020 budget year. Training is at the top of our priority list and we hope to provide training for the Victim Witness Coordinator and our Advocates. The VWSP Coordinator will need to attend the two regional trainings and one of our Advocates will need to attend the Entry Level Advocate training. We have a fairly new staff and these trainings will prove helpful in enhancing their skill levels. With the added challenge that the previous year's training plans has largely fallen through and advocates were unable to attend the majority of those planned training events.
Subrecipient: County of Mariposa  
Subaward #: VW20 28 0220

Our Program has been fortunate to be able to obtain and use the funds through the Victim Witness Assistance Program to continue to hire staffs and cultivate direct services to victims with more accessibility to advocate staff and caseloads that are now manageable and our advocates are not experiencing the levels of case burn-out as they have in the past. With the added benefit of filling program gaps in direct services and expanding our expertise to meet victims from every crime type.

In addition, this year we will be implementing new objectives for the Mass Victimization Advocate. Currently we do not have any Memorandum of Understanding that include the use of our services and program when preparing for a mass casualty event. With continued collaboration we aim to enter into partnerships with the Yosemite National Park, Mariposa County Sheriff’s Department and Behavioral Health, Health Department and if needed local hospitals in the advent of an emergency our advocate can be deployed into the incident to assist in accessing resources, meeting with victims, filling out emergency request awards for CalVCB and receiving trauma-informed care including the use of go-bags, so that families and individuals has additional resources on hand to move through the mass casualty incident with effective outreach and trauma support to those who have been victims to the event. We are continuing to focus on the needs of our community. Specifically, in response to technology on-site after a mass crisis event and the complexities of being a largely rural community. In addition to our focus on our community, we also aim to partner and draft agreements between neighboring counties to create regional teams that can provide mutual aid regionally, but also when we have a mass victimization event in the whole of California. Our advocate will be trained in trauma-informed care and will be able to give presentations to local agencies on effective trauma-informed care in the field with a mass victimization event. Mariposa County Victim Services aims to provide the level of integral services to victims of all crime types and to be a mutual aid tool to help victims across the state of California in their hour of need.
Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

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

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

<table>
<thead>
<tr>
<th>Assessment Factors</th>
<th>Response</th>
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<tbody>
<tr>
<td>1. How many years of experience does your current grant manager have managing grants?</td>
<td>3-5 years</td>
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<tr>
<td>2. How many years of experience does your current bookkeeper/accounting staff have managing grants?</td>
<td>&gt;5 years</td>
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<tr>
<td>3. How many grants does your organization currently receive?</td>
<td>1-3 grants</td>
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<tr>
<td>4. What is the approximate total dollar amount of all grants your organization receives?</td>
<td>$ 409,582</td>
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<tr>
<td>5. Are individual staff members assigned to work on multiple grants?</td>
<td>Yes</td>
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<tr>
<td>6. Do you use timesheets to track the time staff spend working on specific activities/projects?</td>
<td>Yes</td>
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<td>7. How often does your organization have a financial audit?</td>
<td>Annually</td>
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<tr>
<td>8. Has your organization received any audit findings in the last three years?</td>
<td>No</td>
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<tr>
<td>9. Do you have a written plan to charge costs to grants?</td>
<td>Yes</td>
</tr>
<tr>
<td>10. Do you have written procurement policies?</td>
<td>Yes</td>
</tr>
<tr>
<td>11. Do you get multiple quotes or bids when buying items or services?</td>
<td>Always</td>
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<tr>
<td>12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?</td>
<td>&gt;5 years</td>
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<tr>
<td>13. Do you have procedures to monitor grant funds passed through to other entities?</td>
<td>N/A</td>
</tr>
</tbody>
</table>

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

Signature: (Authorized Agent) [Signature]

Date: 4/29/20

Print Name and Title: Walter W. Wall

Phone Number: (209)966-3626

Cal OES Staff Only: SUBAWARD #
PROJECT SERVICE AREA INFORMATION

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

    County of Mariposa*

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.

    4th United States Congressional District

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.

    5th District

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.

    14th District

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

    17,410 by 2010 United States Census Bureau
Organizational Chart

Mariposa County’s District Attorney’s
Victim Witness Assistance Program

Mariposa County Board of Supervisors

District Attorney

Legal Executive Assistant

Victim Witness Coordinator

Victim Witness Advocate

Victim Witness Advocate (MVA)

Volunteers
VICTIMS OF CRIME ACT (VOCA) VICTIM ASSISTANCE FORMULA GRANT PROGRAM MATCH WAIVER REQUEST

Cal OES Subrecipients may request a partial or full match waiver. Approval is dependent on a compelling justification. To request a partial or full match waiver, the Subrecipient must complete the following:

1. VOCA Victim Assistance Formula Grant Program Award Number: 2019-V2-GX-0058
2. Cal OES Subaward Number: VW20 28 0220
3. Subrecipient’s Name: Mariposa County
4. Grant Subaward Performance Period 10/1/20 through 9/30/21
5. VOCA Victim Assistance Funds Awarded: $ 254,778
6. Amount of Cash Match Proposed (post-Match Waiver): $ 0
7. Amount of In-kind Match Proposed (post-Match Waiver): $ 0
8. Total Amount of Match Proposed (sum of #6 and #7): $ 0
9. Briefly summarize the services provided:
   Assistance and Filing Victims of Crime Claim Form- Assisting victim in submitting necessary application forms to receive compensation for crime related expenses
   Case Status and Disposition Information- Notifying victim of the status of their case and the current disposition
   Community Resource and Counseling Referral- Directing victims to community resources which can be of further assistance
10. Describe practical and/or logistical obstacles to providing match:
    Our program has trouble recruiting and sustaining volunteers that traditionally we have used as a cash-match to federal dollars, we have attempted in the past to recruit people to work within our program, but some are unable to work due to the nature of our advocacy work and the cases we see.

11. Describe any local resource constraints to providing match:
    Our county is facing extreme financial difficulties as a result of the COVID-19 conditions preventing tourism and revenue raising opportunities, thus they are unwilling and unable to match with any cash to the program at this time.

Approved □

Denied □  Unit Chief Name  Unit Chief Signature / Date
# Operational Agreements (OA) Summary Form

<table>
<thead>
<tr>
<th>List of Agencies/Organizations/Individuals</th>
<th>Date OA Signed (xx/xx/xxxx)</th>
<th>Dates of OA From:</th>
<th>To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Mariposa County Sheriff's Office</td>
<td>06/24/20</td>
<td>10/01/20</td>
<td>to 09/30/21</td>
</tr>
<tr>
<td>2. Victim Witness Services Program</td>
<td>06/23/20</td>
<td>10/01/20</td>
<td>to 09/30/21</td>
</tr>
<tr>
<td>3. Mariposa County Human Services</td>
<td>06/25/20</td>
<td>10/01/20</td>
<td>to 09/30/21</td>
</tr>
<tr>
<td>4. Mountain Crisis Services/Alliance for Community Transf</td>
<td>06/24/20</td>
<td>10/01/20</td>
<td>to 09/30/21</td>
</tr>
<tr>
<td>5.</td>
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<td>6.</td>
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<td>16.</td>
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<td>19.</td>
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<tr>
<td>20.</td>
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</tr>
</tbody>
</table>

Use additional pages if necessary.
**NON-COMPETITIVE BID REQUEST**

**County of Mariposa**

**SUBRECIPIENT NAME**

Complete this form, and provide required attachments, to request approval for a non-competitive bid procurement per Subrecipient Handbook (SRH) Section 3500. Approval is only required for contracts above $10,000.

<table>
<thead>
<tr>
<th>Contractor/Procurement:</th>
<th>County of Mariposa-Fleet /2020 RAV-4 SUV</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Contract/Procurement Amount:</td>
<td>$ 35,459.00</td>
</tr>
<tr>
<td>Service Provided:</td>
<td>Cost of Vehicle and Courthouse Facility Dog Retrofit</td>
</tr>
</tbody>
</table>

**Contract Justification** – Attach a narrative response addressing the following as required by the identified SRH Section:

3511 Explain conditions requiring a non-competitive/sole source contract. ☐ ☑

3521.1 Provide a brief description of the product or service being procured. ☐ ☑

3521.2 Explain the necessity to contract non-competitively and how the price for the contract was determined, including:
   - Expertise of the contractor; ☐ ☑
   - Management capabilities to perform the tasks required; ☐ ☑
   - Contractor’s responsiveness to the need identified by the project; ☐ ☑
   - Contractor’s relevant knowledge and experience; and ☐ ☑
   - Justification of the reasonable of the cost. ☐ ☑

3521.3 Explain the uniqueness of the contract, including:
   - Patents, copyrights; ☐ ☑
   - Facilities, investments; or ☐ ☑
   - Continuation of an existing project. ☑ ☐

3521.4 Explain any time constraints, including:
   - When contractual coverage is required and why; ☐ ☑
   - Impact on project if dates are not met; and/or ☐ ☑
   - Time required for another contractor to reach the same level for competence. ☑ ☐

**Procurement Justification** – Attach a narrative response addressing the following as required by the identified SRH Section:

3522 Description of the product to be purchased; ☑ ☐
   Necessity of purchase; ☑ ☐
   How the price of the product was determined; and ☑ ☐
   Other pertinent background data. ☑ ☐

Non-Competitive Bid Request – Cal OES 2-156 (Revised 01/2019)
**Subrecipient Signature** – Individual must be on the Signature Authorization Form (Cal OES 2-103)

I certify a non-competitive bid is necessary for the contract/procurement identified on this form.

<table>
<thead>
<tr>
<th>Typed Name:</th>
<th>Jessica Day</th>
<th>Title:</th>
<th>Victim Witness Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature:</td>
<td>[Signature]</td>
<td>Date:</td>
<td>01/25/2020</td>
</tr>
</tbody>
</table>

---

**Cal OES Approvals**

<table>
<thead>
<tr>
<th>Program Specialist:</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Unit Chief:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Non-Competitive Bid Request
Vehicle Procurement

Subaward number: VW20 28 0220

Purchase Amount: $35,459

Goods to be purchased: 2020 Toyota RAV4 AWD

Section 3522

Description of the product to be purchased:

The Victim Witness Services Unit has operated with one vehicle in the last two years, we are requesting an additional car to be used for the specific purpose of transporting our Courthouse Facility Dog as required. It is important for us to have a car for this purpose in the event that the facility dog and handler are needed elsewhere or deployed to a mass casualty event. It is the goal of our program to have resources available to transport victims/witnesses as needed, regardless of the activities of the facility dog and handler.

Most of our county’s roads have faced severe deterioration from the weather from last winter and the most recent Detwiler fire from July of 2017. We expect road conditions to be slim at best in the coming seasons, regardless of any severe winter weather. With these conditions in mind, our need for a SUV and AWD vehicle will prove crucial this coming fiscal year. We chose the Toyota RAV4 for its seating capacity and its AWD features that will match the needs that our rural county will need through each season. As well as its capacity for it to be outfitted to meet the needs of our facility dog program.

The purchase price was determined through our Fleet Services contract prices for county vehicles. Our Fleet Maintenance Manager has assured us of the economical nature of this vehicle, capacity and that the vehicle will be the best choice for the program even without the assurance of higher grant amounts. The purchase price of the Vehicle is: $31,440 with additional fees of sales tax at 8% equals $2,515.20, a freight and delivery fee of $250, and the Mariposa County basic new vehicle set-up fee of $490. The new vehicle set-up fee includes the installation of a fire extinguisher, purchase of snow chains and chain snubber, as well as any agency decals needed for the vehicle. We would also pay in part the labor hours that it would take to prepare the car in the amount of $90/hour for an estimated four hours. Additional equipment include: All-weather floor mats $269 and an additional key fob $495. Total for all costs associated with initial purchase of vehicle is $35,459.

The Mariposa County Public works department has established this procurement vehicle cost through the contracted and current price for wholesale purchasing. It would be in the best interest for the Victim Witness Program to be able to purchase a vehicle with the funds from this years’ grant. Our Fleet Maintenance Manager has assured us of the quality of vehicle and has ran the full cost of purchasing as
a result of having this same vehicle type on order for another department in the County. He has also able to install specific equipment related to the needs of this vehicle’s use as a Courthouse Facility Dog Vehicle.

Dated June 25, 2020

Sincerely,

JESSICA L. DAY
Victim Witness Coordinator
CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
OUT-OF-STATE TRAVEL REQUEST  

SUBRECIPIENT  

Agency: Mariposa County District Attorney's Office  
Project Director: Walter W. Wall  
Address: 5085 Bullion Street, Post Office Box 730  
City: Mariposa  
Phone #: (209) 966-3626  
Zip: 95338  

ATTENDEE(S)  

Name: Stephanie Orozco  
Title: Victim Witness Advocate  
Phone #: (209) 742-7441  

Name:  
Title:  
Phone #:  

TRIP DETAILS  

Trip Date [Month/Day(s)/Year]: April 2021  
Destination (City/State): St. Louis, Missouri  
Description (Meeting/Conference/Other): National User Group Meeting: Diving into our Case Management System for Victims Services.  

Justification (indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)  
Staff not able to attend the Users Group due to COVID-19. This conference allows for cheaper support in-person and statistical support for grant reporting and monitoring.  

Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.  

FOR CAL OES USE ONLY  

Recommendation:  
Approve □  Disapprove □  
Program Specialist  
Date  
Unit Chief  
Date  

Out of State Travel Request – Cal OES 2-158 (01/2020)
OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

Travel Policy – are the rates based on internal policy or the state’s travel policy?
Please specify:

<table>
<thead>
<tr>
<th>Internal Travel Policy</th>
<th>State Travel Policy</th>
</tr>
</thead>
</table>

Date of Trip: April 2021
Destination: St. Louis, Missouri
Purpose: National User Group Meeting: Diving into our Case Management System for Victim Services.

ESTIMATED COSTS

TRANSPORTATION:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airfare</td>
<td>$500</td>
</tr>
<tr>
<td>Additional Airport Expenses</td>
<td>$</td>
</tr>
<tr>
<td>Mileage: (57.5 cents per mile)</td>
<td>$</td>
</tr>
<tr>
<td>Taxi/ Shuttle</td>
<td>$80</td>
</tr>
<tr>
<td>Parking</td>
<td>$</td>
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<tr>
<td>Auto Expenses</td>
<td>$</td>
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<tr>
<td>Private Car</td>
<td>$</td>
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<td>Rental Car</td>
<td>$</td>
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<tr>
<td>State/Agency Car</td>
<td>$</td>
</tr>
</tbody>
</table>

HOTEL/PER DIEM

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Hotel:</td>
<td>$644</td>
</tr>
<tr>
<td>161 days @ $4 per day =</td>
<td></td>
</tr>
<tr>
<td>Per diem:</td>
<td>$220</td>
</tr>
<tr>
<td>44 days @ $5 per day =</td>
<td></td>
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</table>

OTHER EXPENSES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration/Conference Fee:</td>
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<tr>
<td></td>
<td>$</td>
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</tbody>
</table>

TOTAL COSTS NOT TO EXCEED: $1,769
Good Afternoon,

Due to St. Louis County placing a restriction on public gatherings over the next 8 weeks, the National User Group Meeting scheduled for April 7-9 has been canceled. The online registration site has been closed.

We appreciate each and every one of you and look forward to seeing you next year at the 2021 National User Group Meeting, date TBD.

Stay safe and healthy!

Jane Quick  
Sales Executive - Case Management Software  
(314) 892-6300 x 141  
jquick@karpel.com | www.karpel.com  
9717 Landmark Parkway, St. Louis, MO 63127
Karpel Solutions National User Group Meeting
April 7 – 9, 2020
Hyatt Regency, St. Louis at the Arch Hotel, St. Louis Missouri

Karpel Solutions will be hosting the National User Group Meeting at the Hyatt Regency, St. Louis at the Arch Hotel, 315 Chestnut Street, St. Louis, Missouri.
Join us for 2 ½ days of sessions covering multiple topics to help you improve your PROSECUTORbyKarpel and DEFENDERbyKarpel experience and the opportunity for networking with users from across the nation to share best practices and ideas.

Our schedule is to start Tuesday morning and end Thursday at noon. We are planning a Welcome Reception Tuesday evening on the rooftop terrace and a Customer Appreciation dinner for Wednesday evening at the St. Louis Art Museum! Transportation to and from the museum will be provided.

**Online Meeting Registration!**
We welcome the opportunity to provide an online registration site that provides the option for credit card payment.
On this site you will find:
- A link to the Hotel in the upper right corner to make hotel reservations.
- A link to the draft agenda. We plan to use this site to download session handouts. A separate announcement will be made when they become available.
- Two payment options. You can select “Mailing Payment” or “Pay Online”. Please note that a 2.9% transaction fee is added by WebConnex using the online option.
- You can register more than one attendee. Please review the instructions on the site. You must select the payment option for each attendee before continuing to the next registration.
- Once registered, you will automatically receive a confirmation email and invoice to submit for registration payment.

**Online registration link:**
https://karpelsolutions.regfox.com/2020-karpel-solutions-national-user-group-meeting

**Attendee Registration Fee:** $325. Cancellations must occur 1 week prior to the meeting start date for a full refund.

**Registration cutoff:** March 17, 2020

**Hotel Accommodations**
A GSA rate is offered to all attendees $135.00 (includes guest room internet access) per night, single or double occupancy. Hotel tax is 17.929% (not included in fee). For online hotel reservations, please use the link below:
Hotel cutoff date is **March 17, 2020.**

Reservations can be made by phone (314) 655-1234. Be sure to give them our meeting code KARPEL SOLUTIONS when reserving by phone. Reservations after that date will be accepted on a space and rate available basis only. Check in time is 4:00 pm. Check out is 11:00 am.

**Airport Transportation**

The hotel is located approximately 15 miles or 20 minutes from Lambert St. Louis International Airport. Taxi service is approximately $40 one way. Uber is also available in St. Louis.

Valet Parking: $40.00 per day with a 20% discount for attendees. Self-parking options are available adjacent to the hotel.

*We look forward to seeing you there!*

---

**Jane Quick**  
**Sales Executive - Case Management Software**  
(314) 892 -6300 x 141  
jquick@karpel.com | www.karpet.com  
9717 Landmark Parkway, St. Louis, MO 63127
CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
OUT-OF-STATE TRAVEL REQUEST

<table>
<thead>
<tr>
<th>SUBRECIPIENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency: Mariposa County District Attorney's Office</td>
</tr>
<tr>
<td>Project Director: Walter W. Wall</td>
</tr>
<tr>
<td>Address: 5085 Bullion Street, Post Office Box 730</td>
</tr>
<tr>
<td>City: Mariposa</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ATTENDEE(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Stephanie Orozco</td>
</tr>
<tr>
<td>Title: Victim Witness Advocate</td>
</tr>
<tr>
<td>Name: Joe Amaral</td>
</tr>
<tr>
<td>Title: Victim Witness Advocate</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TRIP DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trip Date [Month/Day(s)/Year]: March 22-25, 2021</td>
</tr>
<tr>
<td>Destination (City/State): Huntsville, Alabama</td>
</tr>
<tr>
<td>Description (Meeting/Conference/Other): Conference addresses: all aspects of child maltreatment, including physical abuse, sexual abuse and neglect.</td>
</tr>
<tr>
<td>Justification: Our county has numerous child abuse, sexual abuse and neglect cases. We hope to use this training to enhance our services to this population.</td>
</tr>
</tbody>
</table>

Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.

<table>
<thead>
<tr>
<th>FOR CAL OES USE ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommendation:</td>
</tr>
<tr>
<td>Approve</td>
</tr>
<tr>
<td>□</td>
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<tr>
<td>□</td>
</tr>
<tr>
<td>Program Specialist</td>
</tr>
<tr>
<td>Unit Chief</td>
</tr>
</tbody>
</table>

Out of State Travel Request – Cal OES 2-158 (01/2020)
## OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

**Travel Policy** – are the rates based on internal policy or the state’s travel policy? Please specify:

- [ ] Internal Travel Policy
- [ ] State Travel Policy

**Date of Trip:** March 22-25, 2021  
**Destination:** Huntsville, Alabama  
**Purpose:** 37th Annual International Symposium on Child Abuse

### ESTIMATED COSTS

#### TRANSPORTATION:

<table>
<thead>
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<th>Description</th>
<th>Amount</th>
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<table>
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</tr>
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<tbody>
<tr>
<td>Auto Expenses:</td>
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<td>Private Car:</td>
<td>$</td>
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<tr>
<td>Rental Car:</td>
<td>$</td>
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<tr>
<td>State/Agency Car:</td>
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#### HOTEL/PER DIEM

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<table>
<thead>
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<tbody>
<tr>
<td>Per diem: 8 days @ $44 per day</td>
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#### OTHER EXPENSES

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<tr>
<td>Registration fee $639 x 2 people</td>
<td>$</td>
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**TOTAL COSTS NOT TO EXCEED:** $4,065
UPDATE

Thank you for your patience as we considered all our options for issuing refunds to those who were registered to attend.

All credit card payments were refunded on March 20, 2020 to the original payment method. Please allow 24-48 hours for processing.

All check payment refunds were submitted for processing on March 20, 2020. Please allow 2-3 weeks for processing.

For a payment credit, please retain the event confirmation email for your records. The balance of the payment credit is associated with the email address used during registration. The payment credit will automatically apply when registering for any future NCAC Training or the 37th International Symposium on Child Abuse, March 22-25, 2021.

All continuing education application fees were included in refunds and payment credits. If your deadline for completing continuing education requirements is soon, please contact your state licensing board for information and assistance.

While the decision to cancel Symposium was difficult, the NCAC remains committed to providing outstanding training. We hope you will consider registering for one of our many upcoming trainings, including the 37th International Symposium on Child Abuse, March 22-25, 2021.
Dear Stephanie,

Your registration has been confirmed. Please save this email for future reference.

**Event:** 36th International Symposium on Child Abuse  
**Attending:** Stephanie Orozco

**Optional Pre-Conference Workshop:** Monday, March 23, 2020 at 9:00 a.m. - 4:30 p.m.  
**Symposium:** Tuesday, March 24, 2020 at 8:30 a.m. - Thursday, March 26, 2020 at 4:30 p.m.

**Location:** Von Braun Center  
700 Monroe St SW, Huntsville, Alabama, 35801, USA

**Dress:** Business Casual

**Confirmation Number:** GYNH7J6YB9W  
(This number is needed to view or modify your online registration.)

<table>
<thead>
<tr>
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<th>Invoice: 208-0150-1326-1339</th>
<th>Order Date: 27-Feb-2020 6:11 PM CT</th>
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</thead>
<tbody>
<tr>
<td>Item</td>
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<tr>
<td>Symposium Registration</td>
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</tr>
<tr>
<td><strong>Order Total</strong></td>
<td><strong>$639.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Total Paid:** $0.00

We look forward to seeing you at 36th International Symposium on Child Abuse!

Sincerely,

Symposium Registration  
National Children's Advocacy Center  
symposium@nationalcac.org
Dear CalOES,

The National Children’s Advocacy Center is hosting the 36th International Symposium on Child Abuse, March 23-26, 2020 at the Von Braun Center in Huntsville, Alabama. I am writing to request approval and funding to attend this important training opportunity.

The International Symposium on Child Abuse consists of more than 170 workshops presented by the best child maltreatment researchers and practitioners. These workshops include new research and breakthroughs influencing our response to allegations of abuse and the prevention of abuse.

Attending this conference will also allow me the opportunity to network with more than 1,600 professionals, including delegates from at least seven countries. These types of relationships will help strengthen my skills and provide invaluable support.

Over several days of intensive learning, I will interact with our field’s top experts, hear first-hand accounts from experienced professionals, and could receive continuing education credits from select workshops. What I learn during this conference will benefit our entire agency, as I will bring researched-based teachings and methodologies, along with an implementation plan, home to share with my colleagues. I will attend workshops that will benefit the following areas: Serving Spanish-Speaking Families, Trauma-Informed Justice, and Addressing Domestic Violence, SA in diverse communities, Self-Care Workshop

Registration for the 36th International Symposium on Child Abuse (Symposium) will open in October. If I register before January 24, 2020, the registration fee is discounted by $50. Registration includes transportation to and from the training venue and official Symposium hotels; opening plenary session and all workshops; continental breakfast and lunch each day; as well as select evening networking events, including a tour of the National Children’s Advocacy Center. An optional pre-conference workshop is also available for an additional $99 fee. The approximate breakdown of costs (below) includes the early registration discount and booking at an official Symposium hotel:

- Airfare to Huntsville International Airport .................................................. $ 778.80
- Ground Transportation from airport to hotel ............................................. $30 - $35
- Hotel ................................................................................................. $416.55
- Registration Fee * .............................................................................. $589
- Pre-Conference Workshop (optional) ...................................................... $99
- Continuing Education Credit Application Fee (optional) ...................... $35
- Total .................................................................................................. $1,869.35

(* To receive the early registration discount, payment must be postmarked on or before January 24, 2020. After the deadline, the registration fee increases to $639.)

For more information regarding the 36th International Symposium on Child Abuse, visit symposium.nationalcac.org.

Thank you for your consideration. I look forward to discussing this with you in detail.

Best,

Stephanie Orozco, Advocate
Subaward #: VW20 28 0220

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
OUT-OF-STATE TRAVEL REQUEST

SUBRECIPIENT

Agency: Mariposa County District Attorney's Office
Project Director: Walter W. Wall
Address: 5085 Bullion Street, Post Office Box 730
City: Mariposa
Phone #: (209) 966-3626
Zip: 95338

ATTENDEE(S)

Name: Danielle Troup
Title: Victim Witness Advocate, MVA
Phone #: (209) 742-7441

Name:
Title:
Phone #:

TRIP DETAILS

Trip Date [Month/Day(s)/Year]: November 2020
Destination (City/State): Ashburn, Virginia
Description (Meeting/Conference/Other): Training centered on building an effective family Assistance Center; legal aspects, family briefings, on-scene response, family resources.

Justification (indicate the need for the trip and the benefits to the State. Use additional pages if necessary. Attach brochure if available.)

Through numerous Mass victimization round table discussions, other MVAs have attended and have recommended anyone who is a MVA, attend.

Subrecipient must attach Cost Worksheet to the Out-of-State Travel Request.

FOR CAL OES USE ONLY

Recommendation:

[ ] Approve  [ ] Disapprove

Program Specialist

[ ]

Unit Chief

[ ]

Date

Date

Out of State Travel Request – Cal OES 2-158 (01/2020)
OUT-OF-STATE TRAVEL REQUEST COST WORKSHEET

Travel Policy – are the rates based on internal policy or the state's travel policy? Please specify:

Internal Travel Policy □ State Travel Policy □

Date of Trip: November 2020
Destination: Ashburn, Virginia
Purpose: National Transportation Safety Board: Transportation Disaster Response- Family Assistance Training

ESTIMATED COSTS

TRANSPORTATION:

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Airfare</td>
<td>$600</td>
</tr>
<tr>
<td>Additional Airport Expenses</td>
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</tr>
<tr>
<td>Mileage: (57.5 cents per mile)</td>
<td></td>
</tr>
<tr>
<td>Taxi/ Shuttle:</td>
<td>$50</td>
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<td>Parking:</td>
<td>$100</td>
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<td>Auto Expenses:</td>
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<tr>
<td>Rental Car:</td>
<td>$</td>
</tr>
<tr>
<td>State/Agency Car:</td>
<td>$</td>
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HOTEL/PER DIEM

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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
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<tr>
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<tr>
<td>Per diem:</td>
<td>$220</td>
</tr>
<tr>
<td>5 days @ $44 per day</td>
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OTHER EXPENSES

<table>
<thead>
<tr>
<th>Description</th>
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<tr>
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TOTAL COSTS NOT TO EXCEED: $1850
Transportation Disaster Response - Family Assistance - TDA301

Back to the Schedule of Courses 2020

Title  Transportation Disaster Response - Family Assistance

Description  Developed for commercial transportation officials, representatives of federal agencies, staff of non-governmental relief organizations and emergency managers, this course is instrumental in understanding how any organization involved in the accident response can most effectively support the family assistance efforts.

NTSB Transportation Disaster Assistance specialists, clinicians and other professionals will present a variety of disaster response and family assistance topics. Learn from Safety Board responders who have developed partnership programs to manage disasters.

ID Code  TDA301

Dates and Tuition  March 30- April 1, 2020

$1,270 early registration, by February 29, 2020
$1,370 late registration, between March 1, 2020 and March 22, 2020

November 4-6, 2020

$1,270 early registration, by October 3, 2020
$1,370 late registration, between October 4 and October 30, 2020

We are no longer accepting offline applications.

Note: payment must be made at time of registration.

Times  8am - 4:30pm (Day 1 and Day 2)
8am – 3pm (Day 3)

Location  NTSB Training Center • 45065 Bles Park Drive • Ashburn, Virginia 20147

Status  OPEN. Applications are now being accepted.
Limited to first 50 registrations

Apply to Attend  Sign Up Here for March 2020 Course

Sign Up Here for November 2020 Course

CEUs  2.0
Overview

- Legal aspects of family assistance - specifics of legal protections afforded to family members
- Conducting effective family briefings - communicating with grieving and traumatized families
- Effective on-scene response - a step to finish look at family assistance operation
- Successful forensic operations - communicating with families about the forensic response
- Practical resources for family representatives - developing support skills, and self care

Performance Results Upon completion of this course the participant will be able to:

- Improve on-scene coordination and communication
- Manage limited resources more effectively
- Define the practical skills for working with grieving family members
- Apply the skills from the class to conduct an effective family briefing
- Brief others in their organization about the disaster response process and the role of the NTSB

Who May Attend

- Commercial transportation industry officials, particularly those that are in a position to set or influence policy, or have a family assistance role during transportation disasters
- Representatives of federal agencies, particularly those that have a role in transportation disaster response
- Representatives of non-governmental and/or private agencies that have a legitimate and recognized transportation disaster response role
- Members of the academic community attending for research purposes (on a space-available basis)

Accommodations

Area hotels and restaurants

Airports

Washington Dulles International (IAD): 10 miles
Washington Ronald Reagan National (DCA): 30 miles
Baltimore/Washington International (BWI): 60 miles

More Information

Email StudentServices@ntsb.gov or call (571) 223-3838
Driving Directions From Washington Dulles Airport – IAD (10 miles)

Exit airport and proceed north on Route 28 (Sully Road) towards Sterling.
Proceed approximately 6 miles. Route 28 connects (and ends) at Route 7.
Follow signs to Leesburg - West (a left exit).
As you come off the ramp onto Route 7 stay in the right lane.
Go approximately ½ mile and take the ramp exit to Route 607 North.
From the Route 7 ramp make a right onto Route 607 North.
Proceed to the stop sign.
Turn right onto George Washington Blvd.
Continue along George Washington Blvd. for ½ mile and take a left on Bles Park Drive.
The NTSB Training Center is on the left side of the road. It is a large brick red complex of two attached buildings. The address is 45065 Bles Park Drive, Ashburn, Virginia.
**Best departing flights**

Total price includes taxes + fees for 1 adult. Additional bag fees and other fees may apply.

<table>
<thead>
<tr>
<th>Time</th>
<th>Duration</th>
<th>Account</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>9:30 PM - 5:27 AM</td>
<td>4h 57m</td>
<td>Nonstop</td>
<td>$422</td>
</tr>
<tr>
<td>11:10 PM - 6:57 AM</td>
<td>4h 47m</td>
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<td>$422</td>
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<tr>
<td>12:00 PM - 8:04 PM</td>
<td>5h 4m</td>
<td>Nonstop</td>
<td>$508</td>
</tr>
<tr>
<td>4:45 PM - 12:42 AM</td>
<td>4h 57m</td>
<td>Nonstop</td>
<td>$508</td>
</tr>
</tbody>
</table>

Prices are currently typical but likely to go up in the next 5 days by at least $40.

**Other departing flights**

<table>
<thead>
<tr>
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<th>Duration</th>
<th>Account</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
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<td>10h 13m</td>
<td>1 stop</td>
<td>$415</td>
</tr>
<tr>
<td>12:40 AM - 11:46 AM</td>
<td>8h 6m</td>
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<td>$469</td>
</tr>
<tr>
<td>7:20 AM - 6:34 PM</td>
<td>8h 14m</td>
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<td>1:55 PM - 12:01 AM</td>
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<td>$469</td>
</tr>
<tr>
<td>2:00 PM - 12:11 AM</td>
<td>7h 11m</td>
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<td>$469</td>
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<tr>
<td>11:55 PM - 11:25 AM</td>
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<tr>
<td>5:13 AM - 2:59 PM</td>
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<td>1 stop</td>
<td>$517</td>
</tr>
</tbody>
</table>
Stay Details

STAY DATES
Tue Nov 3, 2020 – Sat Nov 7, 2020

Room(s): 1
Adult(s): 1

SpringHill Suites Ashburn Dulles North
20065 Lakeview Center Plaza Ashburn Virginia 20147 USA
Phone: +1 703-723-9300

#92806307

Danielle Troup, thank you for your reservation. Your reservation is guaranteed to your Visa card. An email with this information has been sent to jessicaday@mariposacounty.org. We look forward to greeting you soon.

Your receipt for hotel stays may be automatically sent to the email address associated with your reservation. If you prefer, you may request a paper copy at the front desk when you check in. Learn how to change your email address.

Valid rate i.d. required, Non-commissionable rate.

Summary of Charges

Room Type: Suite, 1 King, Trundle Bed

Govt/military rate

1 room(s) for 4 night(s)  Prices in USD
Tuesday, November 3, 2020  229.00
Wednesday, November 4, 2020  209.00
Thursday, November 5, 2020  184.00
Friday, November 6, 2020  149.00

Total cash rate  771.00

Estimated government taxes and fees  100.23

Total Stay  871.23 USD
Cancellation Policy

You may cancel your reservation for no charge before 11:59 PM local hotel time on November 1, 2020 (2 day[s] before arrival).

Please note that we will assess a fee of 258.77 USD if you must cancel after this deadline. If you have made a prepayment, we will retain all or part of your prepayment. If not, we will charge your credit card.
Shared

Lyft

Lyft XL

$23.68
3:18 PM

$23.88
3:14 PM

$33.76
3:14 PM