



ERIC GARCETTI
MAYOR

September 9, 2022

Honorable Members of the City Council
c/o City Clerk
Room 395, City Hall

Re: Request for Authority to Accept Grant Award for the California Governor's Office of Emergency Services (Cal OES), Emerging Family Justice Center (FE) Program

Dear Honorable Members:

On January 26, 2022 the Mayor's Office of Public Safety submitted a grant application to the California Governor's Office of Emergency Services (Cal OES), Emerging Family Justice Center (FE) Program. On March 30, 2022, Cal OES notified the Mayor's Office of Public Safety of a grant award (Attachment B) under the Victims of Crime Act (VOCA) funding in the amount of \$220,000 for a performance period of April 1, 2022 to March 31, 2024.

Transmitted herewith for consideration by the City Council is a request to accept and expend the grant award in accordance with the approved budget.

Background

The FY22 (FE) Program is designed to support emerging Family Justice Centers (FJCs) to meet the criteria defined in California Penal Code § 13750. It allows the expansion and centralized services within service providers.

Central Bureau Family Justice Center (FJC)

In April 2018, the Mayor's Office of Public Safety, in collaboration with City of Los Angeles (City) and County of Los Angeles (County) partners, opened the Central Bureau Family Justice Center (FJC) to provide comprehensive co-located services to

victims of DV. The FY22 (FE) Program aims to centralize client intake navigation to maximize victim utilization of co-located services and upgrading legal advocacy services through criminal justice. The FJC facilitates a multidisciplinary approach, whereby the City, County, and service providers can offer victims case management, legal navigation support, investigative, medical and counseling services in a centralized facility. The FY22 (FE) Program funding will reduce barriers to accessing services for DV victims; develop stronger partnerships with community-based DV service providers; enhance victims safety with victim assistance to support services for legal assistance, along with mental, physical needs and services, and educating victims of the appropriate resources made available to them through these City partnerships. The participating agencies are the Los Angeles City Attorney's Office, the Los Angeles Department on Disabilities (DOD), and the non-profit service provider East Los Angeles Women's Center (ELAWC).

The FY22 (FE) grant will provide for the following personnel and operating expenses:

Cost Category	Amount
Contractual Services- East Los Angeles Women's Center	\$118,800
Contractual Services – Victim Assistance Coordinator	\$40,000
Grant Administration – Mayor Salaries and Fringe benefits	\$37,000
Office Supplies	4,200
Training & Travel	20,000
Total:	\$220,000

A total of \$118,800 has been budgeted for the ELAWC to provide a Direct Services Client Intake Coordinator, who will be the first point of contact for community members seeking services at the Central FJC and provide emergency assistance support.

The grant will provide \$37,000 for the management and administrative costs associated with this grant. A total of \$24,885 is budgeted for salaries and \$10,115 is budgeted for the fringe benefits of a partial Project Director, Grant Specialist and Accountant responsible for coordinating the grant-funded program, administering all contracts, overseeing the implementation and monitoring of grant-funded programs, collecting program data and reporting to the grantor, and all accounting and auditing responsibilities. In addition, a total of \$2,000 has been budgeted for the City's Department on Disabilities to provide American Sign Language (ASL) interpreters for victims who are hearing impaired at the FJC.

The grant will also provide \$40,000 for to subcontract a Victim Service Coordinator to provide victims with access to Victims of Crime Act (VOCA) financial support to help manage any financial burden(s) suffered as a result of the crime, education of rights to victims and witnesses, court accompaniment, and assistance with filing protective orders.

Reserve Fund Loan

The Mayor's Office requests approval of a Reserve Fund advance in the amount of \$100,000 to facilitate cash flow and immediate disbursement to service provider East Los Angeles Women's Center. Cal OES administers the FE Grant on a reimbursement basis only, requiring grant recipients to front-fund expenditures prior to submitting requests for reimbursement. The Mayor's Office plans to submit requests for reimbursement on a quarterly basis (as allowed by the grantor) to facilitate repayment of the Reserve Fund advance, with full repayment by the end of the grant performance period in 2024. The Mayor's Office has successfully repaid prior Reserve Fund advances for past Mayor's Office Reserve Fund Loans.

It is therefore requested that the City Council:

1. **AUTHORIZE** the Mayor or his designee, to:
 - a. **ACCEPT** on behalf of the City, the Fiscal Year 2020 California Governor's Office of Emergency Services (Cal OES), Victim Services & Public Safety Branch, Fiscal Year 2022 Emerging Family Justice Center (FE) Program in the amount of \$220,000, for a performance period of April 1, 2022 to March 31, 2024;
 - b. **EXECUTE** the Grant Award Agreement and authorize the Mayor's Office of Public Safety to submit any other necessary agreements and documents relative to the grant award, subject to the approval of the City Attorney as to form; and
 - c. **EXECUTE** on behalf of the City, a Professional Services Agreement with the East Los Angeles Women's Center, subject to the approval of the City Attorney as to form, for the distribution of the FY22 (FE) grant funds for a term within the applicable grant performance period for a cumulative total not to exceed \$118,800.
 - d. **EXECUTE** on behalf of the City, a Professional Services Agreement with a selected contractor, subject to the approval of the City Attorney as to form, for the distribution of the FY22 (FE) grant funds for a term within the applicable grant performance period for a cumulative total not to exceed \$40,000.
2. **APPROVE** the Fiscal Year 2022 Emerging Family Justice Center (FE) Program budget and authorize the Mayor's Office of Public Safety to expend the grant in accordance with the approved budget.

3. **AUTHORIZE** the Controller to:

- a. **ESTABLISH** a new interest-bearing Fund entitled “FY22 (FE) Grant”, create a receivable in this new Fund in the amount of \$220,000, and create new **Appropriation Accounts** within the new Fund No. XXX/46 as follows:

<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
46W213	Travel	\$ 20,000.00
46W304	Contractual Services	\$ 158,800.00
46W601	Operating Expense	\$ 4,200.00
46W965	Disabilities	\$ 2,000.00
46W146	Mayor	\$ 24,885.00
46W299	Related Costs	\$ 10,115.00
Total:		\$ 220,000.00

- b. Transfer appropriations from Fund XXX/46 to the General Fund to reimburse grant related expenditures, as follows:

<u>Fund/Dept No.</u>	<u>Account</u>	<u>Title</u>	<u>Amount</u>
From: XXX/46	46W213	Travel	\$20,000.00
XXX/46	46W146	Mayor	\$24,885.00
Total:			\$44,885.00

<u>Fund/Dept No.</u>	<u>Account</u>	<u>Title</u>	<u>Amount</u>
To: 100/46	002130	Travel	\$20,000.00
100/46	001020	Grant Reimbursed	\$24,885.00
Total:			\$44,885.00

- c. **EXPEND** funds upon presentation of proper demands from the Office of the Mayor.

4. **AUTHORIZE** the Controller to transfer up to \$10,115 from Fund XXX, Account No. 46W299 to the General Fund 100/46, Revenue Source No. 5346, for reimbursement of grant-funded fringe benefits;

5. **AUTHORIZE** the Controller to transfer cash from Fund XXX/46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from City Departments; and

6. **AUTHORIZE** a Reserve Fund Loan in the amount of \$100,000 to support program-related activities under the FE Grant, which is to be repaid by the Office of the Mayor at the end of the fiscal year.

Honorable Members of the City Council

September 9, 2022

Page 5 of 5

7. **AUTHORIZE** the Controller to transfer \$100,000 from the Reserve Fund to the Unappropriated Balance Fund No. 100/Dept 58 and transfer therefrom to the 2019 CalVIP Grant Fund XXX Dept 46; and
8. **AUTHORIZE** the Mayor, or designee, to prepare Controller's instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer and authorize the Controller to implement the instructions.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Garcetti", with a horizontal line extending to the right.

ERIC GARCETTI

Mayor

EG: cp.gvj.lh

Attachments: Award Letter



DELIVERED VIA E-MAIL: Mara.landay@lacity.org

March 30, 2022

Mara Landa
Executive Officer
City of Los Angeles Mayors Office of Public Safety
200 N Spring St. Rm 303
Los Angeles, CA 90012

Dear Mara Landa:

Your proposal has been selected to receive funding through the Emerging Family Justice Center (FE) Program of the California Governor's Office of Emergency Services (Cal OES). Provided there are no successful appeals, and pending completion and/or revision of all required application forms, your agency will be awarded the requested amount of \$220,000 for the Grant Subaward performance period beginning 04/01/2022 and ending on 03/31/2024.

Zarra Nadeem will be the Program Specialist assigned to your grant and will be contacting you within the next few weeks to assist you in finalizing this process. Additional information can be found in the *Subrecipient Handbook* on the Cal OES website at www.caloes.ca.gov.

We look forward to the successful implementation of this project. If you have any questions concerning this process, please contact Zarra Nadeem at (916) 845-7475 or via e-mail at zarra.nadeem@caloes.ca.gov.

Sincerely,

MARK S. GHILARDUCCI
Director

