

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: October 12, 2022

CAO File No. 0130-02129-0000

Council File No. 22-1056

Council District: --

To: The Mayor and Council

From: Matthew W. Szabo, City Administrative Officer



Reference: Transmittal from the Mayor's office dated September 9, 2022: referred for report September 19, 2022.

Subject: **FISCAL YEAR 2022 EMERGING FAMILY JUSTICE CENTER GRANT AWARD ACCEPTANCE**

RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or 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;
 - 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 and 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 and 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; and,

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 Exercise	\$ 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:

From:

<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

To:

<u>Fund/Dept No.</u>	<u>Account</u>	<u>Title</u>	<u>Amount</u>
From: 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;
 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 FY 2023-24; and,

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 FY22 (FE) Grant Fund XXX Dept. 46; and,
8. Authorize the Mayor, or designee, to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer and authorize the Controller to implement the instructions.

SUMMARY

The Mayor's Office of Public Safety requests authority to accept 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 and take actions related to award implementation. The grant performance period is from April 1, 2022 to March 31, 2024. The grant will provide support to the Central Bureau Family Justice Center (FJC) and help centralize client intake navigation to maximize victim utilization of co-located services and upgrade legal advocacy services. It should be noted that Recommendation No. 7 has been modified to provide the correct fund name.

In April 2018, the Mayor's Office of Public Safety, in collaboration with City of Los Angeles and County of Los Angeles partners, opened the Central Bureau Family Justice Center (FJC). The FJC provides comprehensive co-located services to victims of domestic violence and includes: case management, legal navigation support, investigative, medical and counseling services.

On January 26, 2022 the Mayor's Office of Public Safety submitted a grant application to California Governor's Office of Emergency Services (Cal OES), Emerging Family Justice Center (FE) Program and was awarded \$220,000. The FY 2022 FE program is designed to support emerging Family Justice Centers to meet the criteria defined in California Penal Code § 13750 and aims to centralize client intake navigation to reduce barriers to access of services for domestic violence victims.

The FY 2022 FE grant award will help develop stronger partnerships with community-based domestic violence service providers; enhance victim's safety by providing support services for legal assistance; provide mental and physical needs services; and educate victims of available resources. Participating agencies include the Los Angeles City Attorney's Office, the Los Angeles Department on Disabilities, and the non-profit service provider, East Los Angeles Women's Center.

The Mayor's Office of Public Safety will be responsible for the management and administration of the grant award. Funding in the amount of \$118,000 will be provided to the East Los Angeles Women's Center for a Direct Services Client Intake Coordinator who will serve as the first point of contact, direct clients to appropriate services and provide emergency assistance. The grant will also provide \$40,000 to subcontract a Victim Service Coordinator who will be tasked with helping victims access the Victims of Crime Act (VOCA) financial support to help manage financial burden(s) suffered as a result of the crime, provide education of rights to victims and witnesses, court accompaniment, and assistance with filing protective orders. In addition, \$35,000 will be used

to partially cover salary and fringe benefits costs associated with a Project Director, a Grant Specialist and an Accountant responsible for coordinating the grant-funded program. A total of \$2,000 has also 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 full grant fund expenses are provided in the chart below:

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 and Travel	20,000
Total	\$ 220,000

FISCAL IMPACT STATEMENT

Approval of the recommendations within this report will have no additional impact to the General Fund and will provide \$220,000 for personnel and operating expenses to support the Central Bureau Family Justice Center. The FY 2022 FE Grant is awarded on a reimbursement basis and requires grant recipients to upfront program expenditures. The Mayor’s Office will fund expenditures through a Reserve Fund advance in the amount of \$100,000, and will submit reimbursement requests to Cal OES on a quarterly basis to repay the Reserve Fund loan by the end of the grant performance period in 2024. No matching funds are required for this grant.

FINANCIAL POLICIES STATEMENT

Acceptance of the grant and the recommendations in this report are in compliance with the City’s Financial Policies in that all grant-eligible costs are fully covered by grant funds.