

Office of the Los Angeles City Attorney  
Hydee Feldstein Soto

**MEMORANDUM**

To: The Honorable Karen Bass  
Mayor of Los Angeles  
City Hall  
Los Angeles, CA 90012

Honorable Members of City Council  
City of Los Angeles  
City Hall  
Los Angeles, CA 90012

From: Kyle Kirkpatrick, Grants Coordinator 

Date: June 5, 2023

Re: Victim Assistance Program (VAP) - Los Angeles County Victim Services (XC) Grant for FY 2022-23

The Office of the City Attorney is transmitting herewith for Mayor and City Council consideration grant funding totaling \$1,343,620 for FY2023/24 for 12 months from January 1, 2023 through December 31, 2023 under the City of Los Angeles County Victim Services ("XC") Program. This will allow the continued operation of the XC Program to address gaps in victim services/needs assessed by the Victim Services Steering Committee composed of local stakeholders.

Since its inception, the XC grant program, program staff have served 20,342 new and continuing crime victims through the following services: 18,966 assists with filing for California Victim Compensation Board applications, of which 6,115 applications were filed; 17,429 information and referrals; 1,615 personal advocacy and accompaniment; 5,168 emotional support or safety services; 2,875 referrals and assistance to shelter/housing services; and 3,398 criminal justice system assistance.

Through FY 2023/24 funding, the City Attorney's Office, through its Victim Assistance Program (VAP), will maintain and ensure coverage of five (5) full-time victim assistance advocates across LAPD stations. In addition, XC grant funds will provide ongoing support of one Administrative Coordinator I, partial funding for one Administrative Coordinator III, and partial funding for one Administrative Coordinator IV to provide comprehensive programmatic and fiscal oversight.

Existing XC grant subrecipient agencies will also continue to provide enhanced direct services to underserved victim populations (including domestic violence, children exposed to trauma/violence, and human trafficking). These subrecipient service providers were selected through a competitive RFP process and include Peace Over Violence, Journey Out, and the Children's Institute, Inc.

**City of Los Angeles**  
Grant Award Notification and Acceptance

### Summary

Please provide a project summary including goals, objectives (metrics), specific outcomes, and briefly describe the activities that will be used to achieve these goals. You may attach an additional sheet of paper if necessary.

The purpose of the XC Program is to assess the existing victim service structure, identify needs, and fill gaps in victim services in all counties statewide and in the City of Los Angeles.

### Recommendations

Please provide a complete list of necessary actions for implementation, including acceptance of the award by the City, Controller instructions for fund and accounts set-up, coordination of project activities (such as contract and position authorities).

1. AUTHORIZE the City Attorney, or designee, to: a. Execute the grant agreement between CalOES s and the City Attorney's Office; b. Accept the grant award in the amount of \$1,343,620 from the CalOES. 2. AUTHORIZE the Controller to: a. Establish a receivable within Fund 368 in the amount of \$1,343,620 from CalOES; b. Establish a new appropriation account within Fund 368 as follows: Account 12W321 – Victim Assistance XC Program FY 2023 - \$2,178,586 c. Upon approval of expenses and receipt of grant funds, TRANSFER up to \$87,642 from Fund 368, Department 12, Account 12W321 – Victim Assistance XC Program FY 2023 to Fund 100, Department 12, Revenue Source 5427 - Reimbursement from Grants for salary expenses of the two grant reimbursed regular authorities; d. Upon approval of expenses and receipt of grant funds, TRANSFER up to \$219,391 from Fund 368, Department 12, Account 12W321 – Victim Assistance XC Program FY 2023 to Fund 100, Department 12, Revenue Source 5346 – Related Cost Reimbursement from Grants as reimbursement for City Attorney fringe benefits and indirect costs related to the Victim Assistance XC Program FY 2023; e. Upon approval of expenses and receipt of grant funds, TRANSFER up to \$157,759 from Fund 368, Department 12, Account 12W321 – Victim Assistance XC Program FY 2023 to Fund 100, Department 12, Account 001010 – Salaries General as reimbursement for City Attorney salary expenses of the 5 resolution authorities. 3. AUTHORIZE the City Council to Instruct the City Clerk to place on Council Calendar for July 1, 2023, the following action relative to the Victim Assistance XC Program FY 2023: a. That the City Council, subject to the approval of the Mayor, AUTHORIZE the Controller to transfer \$157,758 from Fund 368, Department 12, Account 12W321 - Victim Assistance XC Program FY 2023 to Fund 100, Department 12, Account 001010 – Salaries. b. AUTHORIZE the City Attorney to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer and instruct the Controller to implement the instructions.

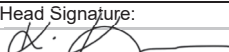
### Fiscal Impact Statement

Please describe how the acceptance of this grant will impact the General Fund. Provide details on any additional funding that may be required to implement the project/program funded by this grant.

The total cost of the Victim Assistance XC Program FY 2023 is \$1,428,900 of which \$1,343,620 will be reimbursed by CalOES. The General fund contribution is \$85,280 in related costs (CAP 41) which are already included in the 2022-23 City budget.

### Acceptance Packet

The above named Department has received an award for the Grant Program identified above, accepts full responsibility for the coordination and management of all Grant funds awarded to the City, and will adhere to any policies, procedures and compliance requirements set forth by the Grantor and its related agencies or agents, as well as those of the City, and its financial and administrative departments. The following items comprise the Acceptance Packet and are attached for review by the CAO Grants Oversight Unit:

<input checked="" type="checkbox"/> Grant Award Notification and Acceptance	<input type="checkbox"/> Copy of Award Notice	
<input checked="" type="checkbox"/> Grant Project Cost Breakdown (Excel Document)	<input type="checkbox"/> Copy of Grant Agreement (if applicable)	
<input checked="" type="checkbox"/> Detail of Positions and Salary Costs (Excel Document)	<input checked="" type="checkbox"/> Additional Documents (if applicable)	
Department Head Name:	Department Head Signature:	Date:
Kyle Kirkpatrick		6/6/2023

### For CAO Use Only

The Office of the City Administrative Officer, Grants Oversight Unit has reviewed the information as requested, and has determined that the Acceptance Packet is:

- ☐ Complete The Acceptance Packet has been forwarded to appropriate CAO analyst  
☐ Returned to Department (Additional information/documentation has been requested.)  
☐ Flagged (See comments below.)

Comments:

CAO Grants Oversight Unit Signature:

Date:

Department: City Attorney**Grant Name: Victim Assistance Program XC FY2022-23****Grant Project Breakdown****Salaries**

	Grant Funds	City Funds	Non-City Funds	Total	Comments
1010 Salaries General	503,422			503,422	
1020 Salaries Grant Reimbursed				-	
Other Volunteer Hours				-	
1090 Overtime				-	
<b>Salaries Total:</b>	<b>\$ 503,422</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 503,422</b>	

**Related Costs\*****CAP Rate**

Fringe Benefits	43.58%	219,391		219,391	
Department Administration	12.60%		63,431	63,431	
Central Services	4.34%		21,849	21,849	
<b>Related Costs Total:</b>		<b>\$ 219,391</b>	<b>\$ 85,280</b>	<b>\$ -</b>	<b>\$ 304,671</b>

**Expense**

2120 Printing & Binding	391			391	
2130 Travel & Training	1,400			1,400	
3040 Contractual Services	606,000			606,000	Annual hosting & maintenance costs - VAP Database
3310 Transportation				-	
4160 Governmental Meetings				-	
6010 Office Supplies	400			400	
6020 Operating Supplies	9,016			9,016	Cell Phone Service/Database License
7300 Equipment	-			-	Laptops/Software/Devices
Other Victim Emergency Fund	3,600			3,600	Petty Cash
Other Self Care Virtual Training				-	
				-	
<b>Expenses Total:</b>	<b>\$ 620,807</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 620,807</b>	
<b>Grand Total:</b>	<b>\$ 1,343,620</b>	<b>\$ 85,280</b>	<b>\$ -</b>	<b>\$ 1,428,900</b>	

\*Please use the full Cost Allocation Plan (CAP) rates unless disallowed by the Grantor. CAP rates should be applied to Gross Salaries (including Compensated Time Off.)

\*\*Other sources of funding. Please indicate whether these funds are part of a match requirement and whether they are already provided or new funding is required.

**Department: City Attorney****Project Name: Victim Assistance Program XC FY2022-23****Other Funding Sources**

Job Classification	Total	New	Existing	Grant Funding		Reimbursable*		City Non-Reimbursable**		Non-City		Comments
				No.	Cost	No.	Cost	No.	Cost	No.	Cost	
Administrative Coordinator IV (0570)	0.48	0	0.48	0.48	82,905	1	161,946					DPO 48% billed to VAP XC
Administrative Coordinator III (0569)	0.04	0	0.04	0.04	4,737	1	109,756					DPO 4% billed to VAP XC
Administrative Coordinator II (0568)	1	0	1	1	100,263	1	100,263					PAR CF 16-1189
Witness Service Coordinators (0531)	5	0	5	5	315,517	5	315,517					PAR CF18-1228

**Total:** 6.52   0   6.52   6.52   \$ 503,422   8   \$ 687,482.00   0   \$ -   0   \$ -

Indicate classification code by each position and percentage of time spent on this grant. The amounts shown here should only reflect salary costs. Related costs (fringe benefits, department administration and central services) are separate and when combined with salaries, will result in the full costs for personnel.  
 \*Reimbursable costs are savings to the City. These costs would include all currently City-funded positions working for the specified grant program activities that will be reimbursed by grant funds.

\*\*Non-reimbursable costs may not be reimbursed by the Grant but could be used as a Match or as additional costs needed to enhance the program.



November 16, 2022

Derek Tennell, Program Director  
Los Angeles, City of  
211 North Figueroa Street, Suite 100  
Los Angeles, CA 90012-2639

Subject: **Notification of Grant Subaward Application Approval**  
County Victim Services Program  
Grant Subaward #: XC22 05 7250

Dear Derek Tennell:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your Grant Subaward application in the amount of \$1,343,620, subject to Budget approval. A copy of your approved Grant Subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt of your Report of Expenditures & Request for Funds (Cal OES Form 2-201).

This Grant Subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on the Cal OES website at [www.caloes.ca.gov](http://www.caloes.ca.gov).

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

Please contact your Program Specialist, Olga Stupak, at (916) 845-8807 with questions about this notice.

VS Grants Processing Unit

cc: Subrecipient's file  
Program Specialist

## SPECIAL CONDITION

Grant Subaward No. XC22 05 7250 is hereby approved with the following conditions:

- The 2019 VOCA Funds in the amount of \$783,779 must be expended by 7/31/23 and the final 2-201 must be received by Cal OES by 8/31/23.
- The 2019 VOCA Funds in the amount of \$783,779 must be expended before the 2020 VOCA funds.

Failure to comply with these requirements may result in the withholding and disallowance of grant payments, the reduction or termination of the Grant Subaward and/or the denial of future grant funds.

Cal OES #	037-44000-00	FIPS #	037-44000	VS#		Subaward #	XC22 05 7250
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## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

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

1. **Subrecipient:** City Of Los Angeles 1a. UEI#: WT4DW46STJ35
2. **Implementing Agency:** Office Of the Los Angeles City Attorney 2a. UEI#: WT4DW46STJ35
3. **Implementing Agency Address:** 200 N. Main Street, Room 800 Los Angeles 90012-4110  
(Street) (City) (Zip+4)
4. **Location of Project:** 221 N. Figueroa Los Angeles 90012-2639  
(City) (County) (Zip+4)
5. **Disaster/Program Title:** XC - County Victim Services Program 6. **Performance/  
Budget Period:** 1/1/2023 to 12/31/2023  
(Start Date) (End Date)
7. **Indirect Cost Rate:** ~~Federally Approved ICR~~ N/A Federally Approved ICR (if applicable): ~~16.94~~ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2019	VOCA		\$783,779					\$783,779
9.	2020	VOCA		\$559,841					\$559,841
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>		<b>\$1,343,620</b>	<b>\$1,343,620</b>				<b>\$1,343,620</b>

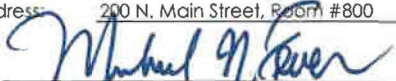
13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County 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: Mike N. Feuer Title: City Attorney

Payment Mailing Address: 200 N. Main Street, Room #800 City: Los Angeles Zip Code+4: 90012-4110

Signature:  Date: 1/21/22

16. **Federal Employer ID Number:** 956000735

**(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.

DocuSigned by:  
Mary Rucker 11/15/2022  
(Cal OES Fiscal Officer) (Date)

DocuSigned by:  
Heather Carlson 11/15/2022  
(Cal OES Designee) (Date)

ENY: 2022-23 Chapter: 43 SL: 18409  
Item: 0690-102-0890 Pgm: 0385  
FAIN #: 2019-V2-GX-0053 10/01/18-09/30/23  
Fund: Federal Trust AL#: 16.575  
Program: County Victim Services Program  
Match Req.: 20%, C/IK based on TPC-Match Waived  
Project ID: OES19VOCA000012  
SC: 2022-18409 Amount: \$ 783,779

DS  
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ENY: 2022-23 Chapter: 43 SL: 18400  
Item: 0690-102-0890 Pgm: 0385  
FAIN #: 2020-V2-GX-0031 10/01/19-09/30/24  
Fund: Federal Trust AL#: 16.575  
Program: County Victim Services Program  
Match Req.: 20%, C/IK based on TPC-Match Waived  
Project ID: OES20VOCA000012  
SC: 2022-18400 Amount: \$ 559,841

Received 10/5/2022

ML# 764663



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

**1. Cal OES Contact Information Section:**

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

**2. Federal Awarding Agency Section:**

<b>Fund Year</b>	<b>Federal Program Fund / AL#</b>	<b>Federal Awarding Agency</b>	<b>Total Federal Award Amount</b>	<b>Total Local Assistance Amount</b>
2019	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$266,680,824	\$256,013,591
2020	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$195,905,619	\$188,069,394

**3. Project Description Section:**

- Project Acronym (Please choose from drop down):  
County Victim Services Program (XC)
- Project Description (Please type the Project Description):  
Provides one-time federal VOCA funding to each of California's 58 counties and the City of Los Angeles to help fill self-identified victim services gaps/needs.

**4. Research & Development Section:**

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



## Grant Subaward Contact Information

Grant Subaward #: 2020-V2-GX-0031 15POVC-21-GG-00613-ASSI XC22 05 7250 *CS*

Subrecipient: OFFICE OF THE LOS ANGELES CITY ATTORNEY

1. **Grant Subaward Director:**

Name: DEREK TENNELL Title: PROGRAM DIRECTOR  
Telephone #: (213) 978-4518, (213) 507-3756 Email Address: DEREK.TENNELL@LACITY.ORG  
Address/City/ Zip Code (9-digit): 211 N FIGUEROA ST, STE 100, LOS ANGELES, CA 90012-2639

2. **Financial Officer:**

Name: MICHIKO REYES Title: BUDGET DIRECTOR  
Telephone #: (213) 978-7020 Email Address: MICHIKO.REYES@LACITY.ORG  
Address/City/ Zip Code (9-digit): 200 N MAIN ST, RM 800, LOS ANGELES, CA 90012-4110

3. **Programmatic Point of Contact:**

Name: DEREK TENNELL Title: PROGRAM DIRECTOR  
Telephone #: (213) 978-4518, (213) 507-3756 Email Address: DEREK.TENNELL@LACITY.ORG  
Address/City/ Zip Code (9-digit): 211 N FIGUEROA ST, STE 100, LOS ANGELES, CA 90012-2639

4. **Financial Point of Contact:**

Name: MICHIKO REYES Title: BUDGET DIRECTOR  
Telephone #: (213) 978-7020 Email Address: MICHIKO.REYES@LACITY.ORG  
Address/City/ Zip Code (9-digit): 200 N MAIN ST, RM 800, LOS ANGELES, CA 90012-4110

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: JOSE A. EGURBIDE Title: CHIEF, CRIMINAL AND SPECIAL LITIGATION BRANCH  
Telephone #: (213) 978-8100 Email Address: JOSE.EGURBIDE@LACITY.ORG  
Address/City/ Zip Code (9-digit): 200 N MAIN ST, RM 800, LOS ANGELES, CA 90012-4110

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: MICHAEL N. FEUER Title: CITY ATTORNEY  
Telephone #: (213) 978-8100 Email Address: MIKE.FEUER@LACITY.ORG  
Address/City/ Zip Code (9-digit): 200 N MAIN ST, RM 800, LOS ANGELES, CA 90012-4110

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: MICHAEL N. FEUER Title: CITY ATTORNEY  
Telephone #: (213) 978-8100 Email Address: MIKE.FEUER@LACITY.ORG  
Address/City/ Zip Code (9-digit): 200 N MAIN ST, RM 800, LOS ANGELES, CA 90012-4110



## Grant Subaward Signature Authorization

Grant Subaward #: 2020-V2-GX-0031 15POVC-21-GG-00613-ASST. XC22 05 7250 

Subrecipient: OFFICE OF THE LOS ANGELES CITY ATTORNEY

Implementing Agency: Office of the Los Angeles City Attorney

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

### Grant Subaward Director:

Printed Name: Derek Tennell

Signature: 

Date: 08/05/2022

### Financial Officer:

Printed Name: Michiko Reyes

Signature: 

Date: 08/05/2022

The following persons are authorized to sign for the **Grant Subaward Director**:

Signature: 

Printed Name: Angela Moreno

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

Signature: 

Printed Name: Candy Pabalan

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

## Grant Subaward Certification of Assurance of Compliance

Subrecipient: OFFICE OF THE LOS ANGELES CITY ATTORNEY

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	County Victim Services (XC) Program	<del>XC22-05-7250</del> 2020 V2-Gx-0031	01/01/2023 - 12/31/2023
2			
3			
4			
5			
6			

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I, Michael N. Feuer (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

### I. **Proof of Authority – SRH 1.055**

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

### II. **Civil Rights Compliance – SRH Section 2.020**

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

### III. **Equal Employment Opportunity – SRH Section 2.025**

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



**Cal OES**

GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES

✓

**IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030**

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

**V. California Environmental Quality Act (CEQA) – SRH Section 2.035**

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

**VI. Lobbying – SRH Sections 2.040 and 4.105**

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

**All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated 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 affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.

Official Designee's Signature: 

Official Designee's Typed Name: Michael N. Feuer

Official Designee's Title: City Attorney

Date Executed: 9/21/22

**AUTHORIZED BY:**

I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.

☒ City Financial Officer

☐ County Financial Officer

☐ City Manager

☐ County Manager

☐ Governing Board Chair

Signature: 

Typed Name: Matthew W. Szabo

Title: City Administrative office (City Financial Officer)

Date Executed: 09/20/2022



## Federal Fund Grant Subaward Assurances Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

Subrecipient: OFFICE OF THE LOS ANGELES CITY ATTORNEY

	Cal OES Program Name	Grant Subaward #	Grant Subaward Performance Period
1.	County Victim Services (XC) Program	<del>2020-V2-Gx-0031</del> <b>XC22-05-7250</b>	01/01/2023 - 12/31/2023
2.			
3.			
4.			
5.			
6.			

CS

Subrecipients agree to adhere to the following and ensure these assurances are passed down to Second-Tier Subrecipients.

### 1. Required Audits and Financial Statements (SRH Section 14.005)

Subrecipients expending \$750,000 or more in federal funds annually must comply with the single audit requirement established by the Federal Office of Management and Budget (OMB) Uniform Guidance 2 CFR Part 200, Subpart F and arrange for a single audit by an independent Certified Public Accountant (CPA) firm annually. Audits conducted under this section will be performed using the guidelines established by the American Institute of Certified Public Accountants (AICPA) for such audits.

- ☒ Subrecipient expends \$750,000 or more in federal funds annually.
- ☐ Subrecipient does not expend \$750,000 or more in federal funds annually.

### 2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this Grant Subaward.

For more information and resources on the Part 200 Uniform Requirements as they relate, see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

### **3. Requirement to Report Actual or Imminent Breach of Personally Identifiable Information**

Subrecipients (and any Second-Tier Subrecipients) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if they:

- Create, collect, use, process, store, maintain, disseminate, disclose, or dispose of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or
- Use or operate a "Federal information system" (OMB Circular A-130).

Subrecipients (and any Second-Tier Subrecipients) must have breach procedures that must include a requirement to report actual or imminent breach of PII to Cal OES no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

### **4. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 38**

Subrecipients (and any Second-Tier Subrecipients) 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 (and any Second-Tier Subrecipient organizations) that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients (and any Second-Tier 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.

### **5. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 42**

Subrecipients (and any Second-Tier Subrecipients) 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.

**6. Compliance with DOJ Regulations Pertaining to Civil Rights and Nondiscrimination - 28 C.F.R. Part 54**

Subrecipients (and any Second-Tier Subrecipients) must comply with all applicable requirements of 28 C.F.R. Part 54, that relate to nondiscrimination on the basis of sex in certain "educational programs."

**7. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)**

Subrecipients (and any Second-Tier Subrecipients) must comply with, and are 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.

Subrecipients (and any Second-Tier Subrecipients) also must inform their employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

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

Subrecipients (and any Second-Tier Subrecipients) 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 Grant Subaward appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

**9. Requirement for Data on Performance and Effectiveness under the Grant Subaward**

Subrecipients (and any Second-Tier Subrecipients) must collect and maintain data that measure the performance and effectiveness of work under this Grant Subaward. Subrecipients (and any Second-Tier Subrecipients) must provide data (within the required timeframes) to OJP via the Performance Measurement Tool (PMT).



## **10. Determination of Suitability to Interact with Participating Minors**

This condition applies to the Grant Subaward (if it is indicated) when some or all of the activities to be carried out under the Grant Subaward (whether by Subrecipients, or Second-Tier Subrecipients) is to benefit a set of individuals under 18 years of age.

Subrecipients (and any Second-Tier Subrecipients) 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>.

## **11. Compliance with DOJ Grants Financial Guide**

Subrecipients (and any Second Tier Subrecipients) must comply with all applicable sections of the DOJ 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. Subrecipients agree to comply with the DOJ Grants Financial Guide.

## **12. 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 DOJ encourages Subrecipients (and any Second-Tier Subrecipients) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Grant Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

## **13. Compliance with General Appropriations-law Restrictions on the use of Federal Funds**

Subrecipients (and any Second-Tier Subrecipients) 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, 2021, are set out at <https://ojp.gov/funding/Explore/FY21AppropriationsRestrictions.htm>.

Should a question arise as to whether a particular use of federal funds by Subrecipients (and any Second-Tier Subrecipients) would or might fall within the scope of an appropriations or law restriction, Subrecipients are to contact Cal OES

for guidance, and may not proceed without the express prior written approval of Cal OES.

#### **14. Potential Imposition of Additional Requirements**

Subrecipients (and any Second-Tier Subrecipients) agree 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 Grant Subaward, if Subrecipients are designated as "high-risk" for purposes of the DOJ high-risk grantee list.

#### **15. Employment Eligibility Verification for Hiring under the Grant Subaward**

a. Subrecipients (and any Second-Tier Subrecipients) must:

- 1) Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with Grant Subaward funds, Subrecipients (and any Second-Tier Subrecipients) properly verify the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).
- 2) Notify all persons associated with Subrecipients (or any Second-Tier Subrecipients) who are or will be involved in activities under this Grant Subaward of both:
  - a) This Grant Subaward requirement for verification of employment eligibility, and
  - b) The associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.
- 3) Provide training (to the extent necessary) to those persons required by this condition to be notified of the Grant Subaward requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).
- 4) As part of the recordkeeping for the Grant Subaward (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this Grant Subaward condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

b. Monitoring

Subrecipients' monitoring responsibilities include monitoring Second-Tier Subrecipients' compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, Grant Subaward 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) Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this Grant Subaward" specifically includes (without limitation) any and all Subrecipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with Grant Subaward funds.

2) Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, Subrecipients (and any Second-Tier Subrecipients) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the Subrecipient (and any Second-Tier Subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with Grant Subaward funds.

3) "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

4) Nothing in this condition shall be understood to authorize or require Subrecipients (and any Second-Tier Subrecipients), or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

5) Nothing in this condition, including in paragraph 4.B., shall be understood to relieve Subrecipients (and any Second-Tier Subrecipients) or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>).

## **16. Restrictions and Certifications Regarding Non-disclosure Agreements and Related Matters**

No Subrecipients (and any Second-Tier Subrecipients) under this Grant Subaward, or entity that receives a procurement contract or subcontract with any funds under this Grant Subaward, 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 Grant Subaward, 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 Grant Subaward, Subrecipients (and any Second-Tier Subrecipients):
  - 1) Represent that they neither require, nor have 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) Certify that, if they learn, or are notified, that they have, or have been, requiring their 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, they will immediately stop any further obligations of Grant Subaward funds, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.
- b. If Subrecipients are authorized under this award to make Second-Tier Subawards, procurement contracts, or both:
  - 1) Subrecipients represent that:
    - a) No other entity (whether through a Second-Tier Subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) that they pass funds to 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

- b) Appropriate inquiry has been made, or otherwise Subrecipients have an adequate factual basis, to support this representation; and
- 2) If learned or notified that any Second-Tier Subrecipient, contractor, or subcontractor entity that receives funds under this Grant Subaward 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, they will immediately stop any further obligations of Grant Subaward funds to or by that entity, will provide prompt written notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

## **17. OJP Training Guiding Principles**

Subrecipients (and any Second-Tier Subrecipients) agree that they will adhere to the OJP Training Guiding Principle for Grantee and Subgrantees (available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>) for all training or training materials developed or delivered with these funds.

## **18. Federal Authorization**

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

The details of the requirement for authorization of any Grant Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>.

## **19. Requirements Related to System for Award Management and Universal Identifier Requirements**

Subrecipients (and any Second-Tier Subrecipients) must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

Subrecipients also must comply with applicable restrictions for Second-Tier Subawards, including restrictions on Grant Subawards to entities that do not acquire and provide (to Subrecipients) the unique entity identifier required for SAM registration.

The details of the Subrecipients' obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>.

This condition does not apply to a Grant Subaward to an individual who received the Grant Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

## **20. Restrictions on "lobbying"**

In general, as a matter of federal law, federal funds awarded by OJP may not be used by Subrecipients (and any Second-Tier Subrecipients), 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 Subrecipients (and any Second-Tier Subrecipients), 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.

## **21. Specific Post-award Approval Required to Use a Noncompetitive Approach in any Procurement Contract that would Exceed \$250,000**

Subrecipients (and any Second-Tier Subrecipients) 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>.

## **22. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP Authority to Terminate Grant Subaward)**

Subrecipients (and any Second-Tier Subrecipients) 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



(and any Second-Tier Subrecipients), or individuals defined (for purposes of this condition) as "employees" of Subrecipients (and any Second-Tier Subrecipients).

The details of the Subrecipients' obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.

### **23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct**

Subrecipients (and any Second-Tier Subrecipients) must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Grant Subaward-- (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 Grant Subaward should must also be reported to Cal OES. Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

### **24. Discrimination Findings**

Subrecipients (and any Second-Tier Subrecipients) assure that in the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this Grant Subaward, Subrecipients will forward a copy of the findings to the Office for Civil Rights of OJP.

### **25. VOCA Requirements**

Subrecipients (and any Second-Tier Subrecipients) assure that they will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required.

**CERTIFICATION**

I certify the Subrecipient identified above will comply with the requirements of the Subrecipient Handbook and the federal fund Grant Subaward assurances outlined above.

Official Designee's Signature: Michael N. Feuer

Official Designee's Typed Name: Michael N. Feuer

Official Designee's Title: City Attorney

Date Executed: 9/21/22





**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: Los Angeles City		Grant Subaward #: XC22 05 7250	
A. Personnel Costs - Line-item description and calculation	19 VOCA	20 VOCA	Total Amount Allocated
(1) Administrative Coordinator IV (AC IV) @ 48%	\$60,000	\$22,905	\$82,905
(1) Administrative Coordinator III (ACIII) @ 4%	\$4,737		\$4,737
(1) Administrative Coordinator II (AC II) @ 100%	\$82,000	\$18,263	\$100,263
(5) Victim Service Coordinator @ 100%	\$185,000	\$130,517	\$315,517
<b>Employee Benefits (CAP41) Breakdown</b> Retirement (Civilians) 26.76% Flex Benefits Program 11.16% Employee Assistance 0.01% Ordinance Life Insurance 0.08% Medicare 1.27% Union Sponsored Benefits 0.03% Unused Sick/Vacation Payout 1.11% Unemployment Claims Worker's Compensation 1.47% Subtotal Carry Forward, Positive 1.68% <b>TOTAL 43.58%</b>	\$135,855	\$83,536	\$219,391
CITY'S IN-KIND MATCH Community Volunteer Time			
Personnel Costs Fund Source Totals	\$467,592	\$255,221	\$722,813
<b>PERSONNEL COSTS CATEGORY TOTAL</b>			\$722,813

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**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: Los Angeles City		Grant Subaward #: XC22 05 7250	
B. Operating Costs - Line-item description and calculation	19 VOCA	20 VOCA	Total Amount Allocated
<b>Office Supplies</b> \$33.33 per month x 12 month to pay for general office supplies (ie., paper, binders, pens, ink/toner etc.)	\$400		\$400
<b>Victim Emergency Fund</b> \$300/month x 12 months monetary emergency assistance for victims	\$3,600		\$3,600
<b>Cellphone Services</b> 1AC IV @ \$ 40.00/ month X 12 months X 40% FTE 1 AC II @ \$ 40.00/ month X 12 months X 100% FTE 5 advocates @ \$ 40.00/ month X 12 months X 100% FTE	\$1,510	\$1,506	\$3,016
<b>Database Program</b> \$500/ month x 12 months for hosting/maintenance costs	\$6,000		\$6,000



**Grant Subaward Budget Pages**  
Multiple Fund Sources

Subrecipient: Los Angeles City		Grant Subaward #: XC22 05 7250	
B. Operating Costs - Line-item description and calculation	19 VOCA	20 VOCA	Total Amount Allocated
<b>Printing</b> \$32.58/month x 12 months Program brochures, business cards, leaflets, mini-outreach cards	\$391		\$391
<b>Contractual Services</b> Childrens Institute \$202,000 JourneyOut \$202,000 Peace Over Violence \$202,000	\$303,000	\$303,000	\$606,000
<b>Self Care Training</b>	\$1,286	\$114	\$1,400
Operating Costs Fund Source Totals	\$316,187	\$304,620	\$620,807
<b>OPERATING COSTS CATEGORY TOTAL *</b>			\$620,807

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## Grant Subaward Budget Pages

### Multiple Fund Sources

<b>Subrecipient: Los Angeles City</b>		<b>Grant Subaward #: XC22 05 7250</b>	
<b>C. Equipment Costs - Line-item description and calculation</b>	<b>19 VOCA</b>	<b>20 VOCA</b>	<b>Total Amount Allocated</b>
<b>Equipment Costs Fund Source Totals</b>			
<b>EQUIPMENT COSTS CATEGORY TOTAL</b>			

<b>Grant Subaward Totals</b> - Totals must match the Grant Subaward Face Sheet	<b>19 VOCA</b>	<b>20 VOCA</b>	<b>Total Project Cost</b>
<b>Fund Source Totals</b>	<b>\$783,779</b>	<b>\$559,841</b>	<b>\$1,343,620</b>

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## VSPS Budget Summary Report

**XC22 County Victim Services Program**

Los Angeles, City of

County Victim Services Program

**Subaward #: XC22 05 7250**

**Performance Period: 01/01/23 - 12/31/23**

**Latest Request: , Not Final 201**

### **A. Personal Services - Salaries/Employee Benefits**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	19VOCA	467,592	0	467,592	0	467,592
F	20VOCA	255,221	0	255,221	0	255,221
<b>Total A. Personal Services - Salaries/Employee Benefits:</b>		<b>722,813</b>	<b>0</b>	<b>722,813</b>	<b>0</b>	<b>722,813</b>

### **B. Operating Expenses**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	19VOCA	316,187	0	316,187	0	316,187
F	20VOCA	304,620	0	304,620	0	304,620
<b>Total B. Operating Expenses:</b>		<b>620,807</b>	<b>0</b>	<b>620,807</b>	<b>0</b>	<b>620,807</b>

### **C. Equipment**

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	19VOCA	0	0	0	0	0
F	20VOCA	0	0	0	0	0
<b>Total C. Equipment:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
<b>Total Local Match:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Funded:</b>	<b>1,343,620</b>	<b>0</b>	<b>1,343,620</b>	<b>0</b>	<b>1,343,620</b>
<b>Total Project Cost:</b>	<b>1,343,620</b>	<b>0</b>	<b>1,343,620</b>	<b>0</b>	<b>1,343,620</b>

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

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

11/16/22



## Grant Subaward Budget Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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### **Budget Narrative**

The funding received from the XC grant from Cal OES allows the Office of the Los Angeles City Attorney Victim Assistance Program, the lead agency administering XC grant funds, to pay for personal and operating expenses during the one-year grant period of January 1, 2023 to December 31, 2023.

### **Personal Services**

#### **Los Angeles City Attorney's Office:**

- **Administrative Coordinator IV (AC IV) at 48% FTE= \$82,905**

Salary breakdown:

- 12 months @ \$6,908.75 per month = \$80,066

As the lead agency's director, the AC IV position will be responsible for the programmatic and administrative duties related to the XC project, such as meetings and site visits with subgrantee agencies.

- **Administrative Coordinator (AC III) @ 4% FTE = \$4,737**

Salary breakdown:

- 12 months (January – December 2023) @ \$4,737



## Grant Subaward Budget Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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The AC III position will assist the Program Director in the day-to-day supervision of the programs' operations of the XC grant. Duties and functions will entail coordination of all XC grant performance and administrative duties.

- **Administrative Coordinator (AC II) @ 100% FTE = \$100,263**

Salary breakdown:

- 12 months (January – December 2023) @ \$100,263

The one (1) full-time AC I position will be responsible for the operations of the XC grant. Duties and functions will entail coordination of all XC grant performance and administrative duties, including grant reporting; coordination of subgrantee agencies, including site-visits, invoicing, and performance reviews; recruit, train and supervise program volunteers; and program presentations; and supervision of victim service coordinators.

- **Victim Service Coordinator (VSC) @ 100% FTE = \$315,517**

Salary breakdown = \$63,103.40 x 5 VSCs

- 12 months (January – December 2023) @ \$63,103.40 = \$315,517

The five (5) full-time VSCs will be responsible to provide assistance to all victims of crime (robbery/assault, drunk driving and hit and run, sexual assault, domestic violence, child and elder abuse, human trafficking and hate crimes).



## Grant Subaward Budget Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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The salaries of five (5) full-time coordinators will staff unserved LAPD divisions. Each coordinator is responsible for providing specific delivery of mandated comprehensive and optional services critical to crime victims in unserved LAPD stations and its surrounding communities. Program activities and services provided include: crisis intervention counseling; emergency assistance; follow-up counseling; resource referrals; criminal justice orientation and court support; criminal court case information; restitution and victim impact statement assistance; and assistance in filing for the California victims of crime compensation claims.

- **Employee Benefits = \$219,391**

- Total salary (\$503,422) x CA41 Rate (43.58%) = \$219,391

The Los Angeles City Attorney's Office has a federally approved CAP 41 cost allocation plan rate @ 43.58%.

### **Operating Expenses**

- **Office Supplies: \$400**

- \$33.33 per month x 12 months = \$400

Pays for general office supplies (paper, binders, pens, ink/toner, etc.) and replace two laptops.





## Grant Subaward Budget Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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- **Emergency Fund: \$3,600**

- \$300.00 per month x 12 months = \$3,600

Pays for emergency food, shelter, and transportation needs of victims served by XC coordinators.

- **Cell Services: \$3,016**

- Administrative Coordinator IV (AC IV) @ \$11.33 per month x 12 months = \$136.00
- Administrative Coordinator II (AC II) @ \$40.00 per month x 12 months = \$480.00
- Victim Service Coordinator (VSC) @ \$40.00 per month x 12 months x 5 VSC = \$2,400.00

- **Database Program: \$6,000**

- \$500.00 / month x 12 months for hosting and maintenance costs.

- **Contractual Services: \$606,000**

- Subcontracted agencies based on identified victim services gaps selected through a competitive RFP process to address case



## Grant Subaward Budget Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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management services, direct and virtual services, and emergency services.

- **Printing: \$391**

- \$32.58 / month x 12 months for program brochures, business cards, leaflets, mini-outreach cards.

- **Self-Care Training: \$1,400**

- \$116.66 / month x 12 months for virtual training.



## Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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### **PROJECT NARRATIVE**

#### **Problem Statement:**

The City of Los Angeles is located in Los Angeles County. Los Angeles sits in one of the most ethnically diverse counties in the United States. Los Angeles Combined Statistical Area (CSA) is the third largest in the world, after Greater Tokyo and New York.

Through the County Victim Services (XC) Program grant funds (January 1, 2023 – December 31, 2023), will provide assistance to individuals impacted by crime. The program will provide comprehensive services to victims of the following crimes, including: victims of domestic violence, sexual assault, child abuse, robbery/assaults, child endangerment and abandonment, human trafficking, surviving family members of homicide victims, drunk driving and hit & run victims, hate crimes, and elder abuse in the City of Los Angeles.

#### **Plan:**

The City of Los Angeles is currently an XC grant funding Subrecipient. The City of Los Angeles will utilize XC grant funds to provide vital resources that address outstanding service gaps and needs involving select victim populations



## Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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within the City of Los Angeles, as identified by the XC Victim Services Steering Committee ("VSSC").<sup>1</sup>

Through XC VOCA 20-21 grant funds (January 1, 2023 – December 31, 2023), government agencies and community-based organizations in the Los Angeles area will continue to work cooperatively and collaboratively to provide assistance to individuals impacted by crime.

XC grant resources will ensure more timely and specialized critical service delivery for under-resourced victim populations, as further described below. Goals will include increased direct victim services, enhanced case management to meet victim's individual needs, increased multi-agency collaboration, increased service provider cultural competency skills, and enhanced community capacity to support victims throughout the criminal justice process. Additional XC grant objectives will include new trainings, new protocols, new case management, new victim outreach materials, and

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<sup>1</sup> The VSSC is a cross-sector, multi-agency stakeholder group assembled under the XC grant partnership that includes mandatory representation from the following entities: City of Los Angeles's Department of Aging, Child Protective Services, Los Angeles City Attorney's Office, Mental Health Department, Los Angeles Police Department, Cal OES-funded Victim Witness Program Project, Cal OES-funded Domestic Violence Assistance Program Project, and Cal OES-funded Rape Crisis Program Project.



## Grant Subaward Programmatic Narrative

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Subrecipient: City of Los Angeles

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increased awareness citywide regarding victim services and wraparound services.

### **Lead Agency to Administer XC Grant:**

In furtherance of XC grant objective goals, the City of Los Angeles will re-convened with the VSSC steering committee, and comprised of the mandatory representatives outlined by Cal OES in the XC RFA for CY 2023.<sup>2</sup>

The City Attorney's Victim Assistance Program, which provides direct comprehensive services to victims, will serve as the XC grant's point of contact under Program Director, Derek Tennell. The Office of the City Attorney Victim Assistance Program is the lead agency of the City of Los Angeles XC grant program. The primary responsibility of the lead agency is to administer the City of Los Angeles XC grant program which includes the distribution of XC grant funding. The lead agency will also select the participating agencies that will receive City of Los Angeles XC grant funding.

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<sup>2</sup> The City of Los Angeles's Steering Committee included mandatory representation from the following entities: City of Los Angeles's Department of Aging, Child Protective Services, Los Angeles City Attorney's Office, Mental Health Department, Los Angeles Police Department, Cal OES-funded Victim Witness Program Project, Cal OES-funded Domestic Violence Assistance Program Project, and Cal OES-funded Rape Crisis Program Project.



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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### **Victim Service Gaps/Needs Identified by the VSSC:**

These victim service gaps/needs identified include increased services to the following: Case Management Services, Emergency Services, and Direct and Virtual Services to all crime type victims.

The City Attorney's Office will distribute portions of the XC grant funds to other victim service providers and/or community-based organizations dedicated to providing direct services to crime victims. All agencies sharing a portion of the distributed funds will be responsible for the specific delivery of specialized and comprehensive services vitally needed by victims of various crimes.

### **CITY OF LOS ANGELES XC PROGRAM PLAN**

Through XC funding, the City of Los Angeles will continue building upon, and strengthening, the availability of services to crime victims by addressing the victim services gaps/needs in its jurisdiction as collectively identified and agreed upon by all members of the VSSC. Grant funds will facilitate collaborative and coordinated efforts for a multi-agency response to provide effective, timely, culturally appropriate, trauma-informed supportive care with outcomes that improve the short-and long-term health, safety and well-being of victims where



## Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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gaps in services/needs have been identified. The victim population intended to be served includes, Case Management; Emergency Services, and Direct and Virtual Services.

### **Distribution of Funds:**

As a subgrant award recipient and lead agency, the Los Angeles City Attorney's Office will administer the distribution of XC funds to focus on the needs of one or more of the following gaps in services and needs associated with victims of crime: Case Management Services; Emergency Services, and Direct and Virtual Services. Funding will be distributed and shared with selected participating agencies. These organizations (government or community-based) will provide direct services to crime victims while addressing the identified gaps/needs in the City of Los Angeles. In addition, funds from the grant will be used for victim to access VAP advocates throughout the City by continuing to staff LAPD divisions.

The selected agencies will be receiving the funding as described below, which represents the distribution of funds based on the XC Grant CY 2023:

## Grant Subaward Programmatic Narrative

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Subrecipient: City of Los Angeles

IDENTIFIED GAPS IN SERVICES/NEEDS	FUNDS	TOTAL PROJECT
<u>VAP Advocates at LAPD Stations</u>		
LA City Attorney VAP Advocates (includes Personnel and Operating Expenses)	\$737,620	\$737,620
<u>Case Management Services, Emergency Service, and Direct and Virtual Services</u>	\$606,000	\$606,000
	<b>\$1,343,620</b>	<b>\$1,343,620</b>

Each partnering agency receiving funds will submit a plan outlining the identified gaps in services/needs they will address. This includes a budget based upon a one-year funding cycle of CY January 1, 2023 to December 31, 2023. In addition, the plan included:

- The identified gaps in needs/services agreed upon by the VSSC committee.
- A Case Management Supportive Care component that includes a multitude of support services to provide effective, culturally appropriate, trauma informed, mental health counseling (both short-and long-term), safety and well-being outcomes.
- A multi-agency collaborative working relationship established between law enforcement, prosecution, social services, victims services providers



## **Grant Subaward Programmatic Narrative**

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Subrecipient: City of Los Angeles

and Los Angeles City Attorney VAP Coordinators, to coordinate service delivery, identification of victims and early intervention. This approach lessens system fragmentation which is vital to the VSSC's plan.

- Identifiable specific goals and objectives for the one-year funding cycle that address the VSSC's identified victim services gaps/needs and a proposed plan to impact the identified needs.
- Measurable outcomes in reaching the specified goals and objectives that satisfy the following criteria, including assessing and tracking such information. These measurable outcomes include:
  - Process measures to assess (i.e., counts of victims served, counts of services offered to victims, counts of intervention activities provided to victims. (i.e., number of victims provided counseling from a XC funded provider).
  - Process measures may also include the extent to which victims were satisfied by the services received (i.e., satisfaction with services survey to be completed anonymously by the XC client).
  - How to data share with XC support staff, who will keep a log noting the numbers of victims to whom services have been provided and the number of referrals (and the service needs that are addressed



## Grant Subaward Programmatic Narrative

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Subrecipient: City of Los Angeles

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by each agency referral) to agencies by the XC staff. The information from these logs will be kept in a database to be reported to the VAP

- A system to keep track, maintain and report measurable outcomes on a monthly basis and report the achievements to the VAP on a quarterly basis as follows:

Cal OES Progress Reports

Report	Report Period	Due Date
1 <sup>st</sup> Report	January 1, 2023 – June 30, 2023	July 31, 2023
Final Report	July 1, 2023 – December 31, 2023	January 31, 2024



## Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 7250

Subrecipient: City of Los Angeles

Subgrantee Report (OVC PMT)

Report Period	Due Date
January 1, 2023 – March 31, 2023	April 14, 2023
April 1, 2023 – June 30, 2023	July 14, 2023
July 1, 2023 – September 30, 2023	October 14, 2023
October 1, 2023 – December 31, 2023	January 14, 2024

- An established facility with set operating hours where victims may contact and go to receive victim services.
- The ability or demonstrate the ability to meet language/cultural needs of victims.
- The ability and/or demonstrate the ability to identify and provide support services to all victims.
- A plan to provide cross-training and technical assistance to improve awareness and quality of services to crime victims.
- The ability to meet upon request and when needed to discuss strategies, timetables and implementation of the City of Los Angeles XC Program;



## Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 7250

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Subrecipient: City of Los Angeles

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- The ability to abide by the City of Los Angeles XC Program guidelines, including but not limited to the submission of tracking and progress reports, the use of funds for VOCA allowable costs for direct services;
- The ability to abide by the provisions of the California Office of Emergency Management (Cal OES) Recipient Handbook.

### **CAPABILITIES:**

The City has 42 years of experience in providing comprehensive services to victims of all types of crimes in Los Angeles. City Attorney VAP Coordinators are certified by the State of California and have the knowledge, skills, training and experiences in all areas of victim advocacy including: crisis intervention, court support, orientation to the criminal justice system and victims' rights, victim centered and trauma informed supportive care case management, and knowledge of governmental and community resources and the California Victim Compensation Board (CalVCB). With a strong commitment to the provision of timely and accessible services, the City was the first to place a full-time Victim Advocate directly in a police station located in the community and neighborhoods where victims reside. As the first point of contact for a victim, law enforcement plays a critical role in the collaborative process to deliver



## Grant Subaward Programmatic Narrative

Grant Subaward #: XC22 05 7250

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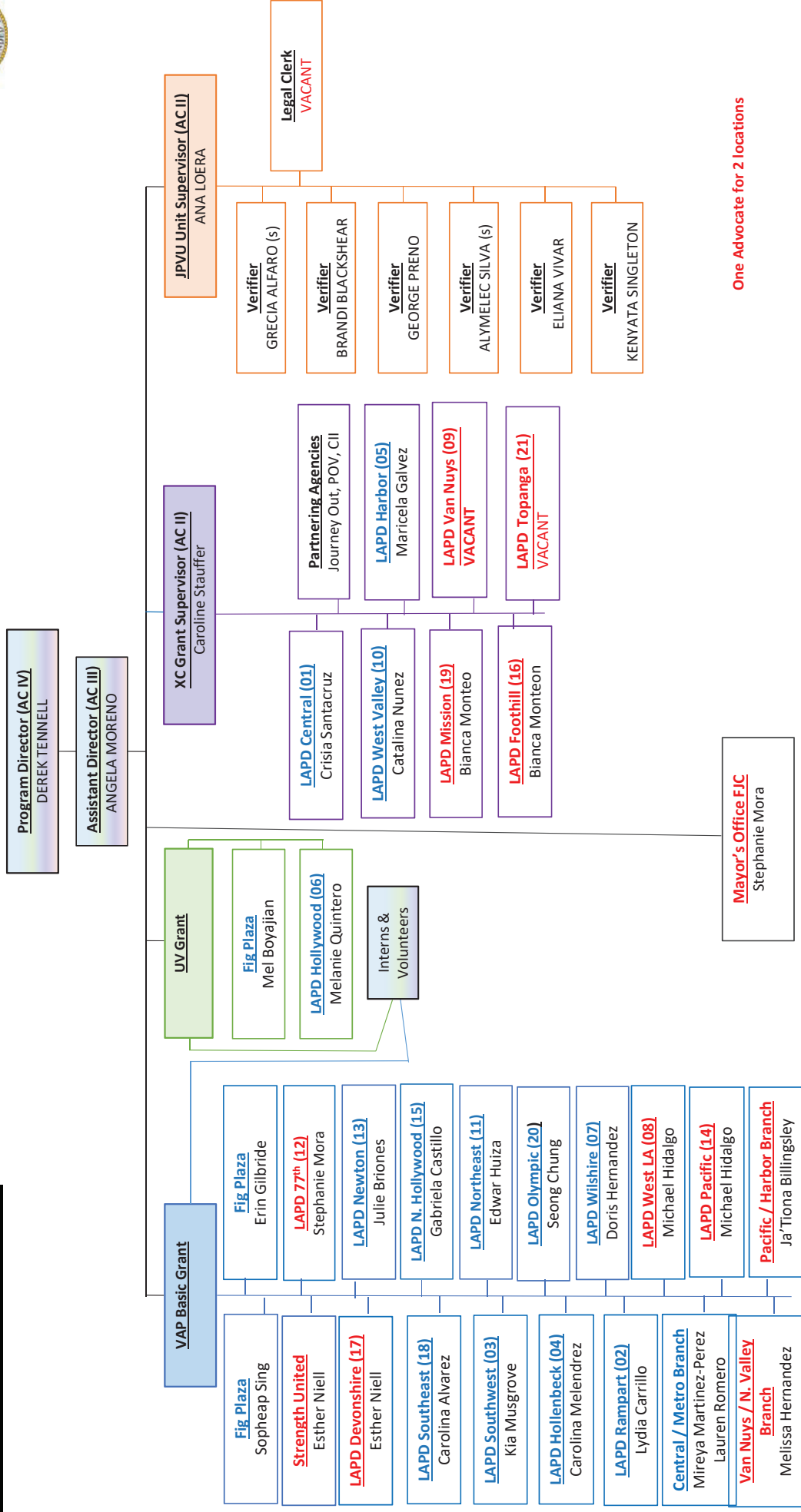
Subrecipient: City of Los Angeles

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needed services to victims. Over the years, the City Attorney's VAP has developed and built strong working relationships with law enforcement, prosecutors, governmental/community based agencies and organizations, schools, hospitals, victim service providers, inter-faith and other community groups. This collaborative working relationship has allowed the program to capably deliver needed services to victims.

As the local comprehensive victim services center in the City of Los Angeles, VAP has existing relationships formed through established Operational Letters of Agreements (i.e., Los Angeles Police Department and victim services providers (i.e., shelters/hotlines, legal aid, and community programs) and has formed new working relationships with other members of the VSSC (i.e., Los Angeles County Department of Mental Health, Los Angeles County Department of Children and Family Services, Los Angeles City Department of Aging). These established and newly formed working relationships with the VSSC will allow the VAP program to continue to carry out the County Victim Services (XC) VSSC Plan for CY 2023.

# ORGANIZATIONAL CHART



One Advocate for 2 locations



## Operational Agreement Summary

Grant Subaward #: 2020-V2-GX-0031 15POVC-21-GG-00613-ASSI **XC22 05 7250**

Subrecipient: OFFICE OF THE LOS ANGELES CITY ATTORNEY

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA
1. UNIVERSITY COPORATION dba STRENGTH UNITED	06/27/2021	01/01/22 to 12/31/26
2. LOS ANGELES POLICE DEPARTMENT (LAPD)	02/10/2022	01/01/22 to 12/31/26
3. PEACE OVER VIOLENCE (POV)	12/21/2020	06/01/20 to 06/30/23
4. CENTER FOR PACIFIC ASIAN FAMILY, INC (CPAF)	01/19/2022	01/01/22 to 12/31/26
5. LOVED ONES VICTIMS SERVICES (LOVS)	01/04/2022	01/01/22 to 12/31/26
6. _____		_____ to _____
7. _____		_____ to _____
8. _____		_____ to _____
9. _____		_____ to _____
10. _____		_____ to _____
11. _____		_____ to _____
12. _____		_____ to _____
13. _____		_____ to _____
14. _____		_____ to _____
15. _____		_____ to _____
16. _____		_____ to _____
17. _____		_____ to _____
18. _____		_____ to _____
19. _____		_____ to _____
20. _____		_____ to _____



## Petty Cash Victim Fund Certification

Grant Subaward #: 2020-V2-GX-0031-15POVC-21-GG-00613-ASSI.

**XC22 05 7250**

*CS*

Subrecipient: OFFICE OF THE LOS ANGELES CITY ATTORNEY

I hereby certify the Subrecipient will adhere to the following:

- The Petty Cash Victim Fund and other grant funds will be tracked separately, each with its own account within the general ledger,
- The authority to disburse funds to victims from the Petty Cash Victim Fund will rest with the Grant Subaward Director and Financial Officer, or those identified on the Grant Subaward Signature Authorization Form (Cal OES Form 2-103),
- The identification and signature of the victim and the employee disbursing the fund, the date, the amount, and the reason for the request will be tracked,
- The amount of each disbursement will not exceed \$300,
- The number of disbursements an individual victim may receive is limited to 1 per Subrecipient's fiscal year, and
- All funds not disbursed to victims during the Grant Subaward performance period will be returned to Cal OES.

DEREK TENNELL

Grant Subaward Director Name

*Derek Tennell*

Grant Subaward Director Signature

08/12/2022

Date

MICHIKO REYES

Financial Officer Name

*Michiko M Reyes*

Financial Officer Signature

08/15/2022

Date



## Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Match Waiver Request Form

Cal OES Subrecipients may request a partial or full match waiver for Victim of Crime Act (VOCA) Victim Assistance Formula Grant Program funds. Approval is dependent on a compelling justification. To request a partial or full match waiver, the Subrecipient must complete the following:

1. Cal OES Grant Subaward Number: XC21 05 7250
2. Subrecipient's Name: City of Los Angeles
3. Grant Subaward Performance Period 01/01/2023 through 12/31/2023
4. VOCA Fund Source #1: 19VOCA  
VOCA Victim Assistance Formula Grant Program Funds Awarded: \$ 783,779  
Amount of Match Proposed (post approved Match Waiver): \$ 0
5. VOCA Fund Source #2 (if applicable): 20VOCA  
VOCA Victim Assistance Formula Grant Program Funds Awarded: \$ 559,841  
Amount of Match Proposed (post approved Match Waiver): \$ 0
6. Briefly summarize the services provided:  
The XC Program provides services to crime victims assisting the recover from psychological, emotional, and out-of-pocket financial losses incurred as a result of a crime. The program also helps to increase the victims' involvement in the criminal justice system.
7. Describe practical/logistical obstacles and/or local resource constraints to providing match:  
The City of Los Angeles has multiple Federal grants that have match requirement obligations. Currently, the City's Victim Assistance Program is working remotely part-time making it hard to bring on any volunteers to meet the match requirement. Approval of this match waiver request will allow staff to focus more time on the needs of the community, rather than focusing on the continual need to recruit, train, and supervise volunteers to meet the match requirement.

Approved ☒

Denied ☐

Cindy Berta  
Unit Chief Name

*Cindy Berta*  
Unit Chief Signature

10/24/2022  
Date

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

✓

CS

<b>Subrecipient:</b> City of Los Angeles	<b>UEI #</b> WT4DW46STJ35	<b>FIPS #:</b> 037-44000
<b>Grant Disaster/Program Title:</b> County Victim Services (XC) Program		
<b>Performance Period:</b> 01/01/23 to 12/31/23	<b>Subaward Amount Requested:</b> \$ 1,343,620	
<b>Type of Non-Federal Entity</b> (Check Applicable Box)	<input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	


Per Title 2 CFR § 200.332, 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.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	3-10 gran
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,556,670
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Sometimes
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	<3 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

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

<b>Signature: (Authorized Agent)</b> 	<b>Date:</b> 9/21/22
<b>Print Name and Title:</b> Michael N. Feuer City Attorney	<b>Phone Number:</b> (213) 978-2100
<b>Cal OES Staff Only:</b> SUBAWARD # XC22 05 7250 CS	



## Grant Subaward Service Area Information

Grant Subaward #: 2020-V2-GX-0031 — 15POVC-21-GG-00613-ASSI. **XC22 05 7250** *CS*

Subrecipient: OFFICE OF THE LOS ANGELES CITY ATTORNEY

1. County or Counties Served:

Los Angeles

County where principal office is located: Los Angeles

2. U.S. Congressional District(s) Served:

23, 25, 26, 27, 28, 29, 30, 32, 33, 34\*, 35, 37, 38, 39, 40, 43, 44, 47

U.S. Congressional District where principal office is located: 34

3. State Assembly District(s) Served:

36, 38, 39, 41, 43, 44, 45, 46, 48, 49, 50, 51\*, 52, 53\*, 54, 55, 57, 58, 59\*, 62, 63, 64, 66, 70

State Assembly District where principal office is located: 51

4. State Senate District(s) Served:

18, 20, 21, 22, 24\*, 25, 26, 27, 29, 30, 32, 33, 34, 35

State Senate District where principal office is located: 24

5. Population of Service Area: 4,086,720 (2020 estimate)