

March 10, 2021

Maggie Fleming, District Attorney
Humboldt County
825 Fifth Street, 4th Floor
Eureka, 95501-1107

Subject: NOTIFICATION OF APPLICATION APPROVAL
Unserved/Underserved Victim Advocacy and Outreach Program
Subaward #: UV20 05 0120, Cal OES ID: 023-00000

Dear Ms. Fleming:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$228,052, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

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

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

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

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

VSPS Grants Processing

Enclosure

c: Subrecipient's file

SMC EC

(Cal OES Use Only)

| | | | | | | | |
|-----------|--------------|--------|-----------|-----|--|------------|---------------|
| Cal OES # | 023-00000-16 | FIPS # | 023-00000 | VS# | | Subaward # | WV20050120 ep |
|-----------|--------------|--------|-----------|-----|--|------------|---------------|

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

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

1. Subrecipient: ~~County of Humboldt~~ Humboldt County SMC 1a. DUNS#: 034150203
2. Implementing Agency: ~~County of Humboldt - Office of the District Attorney~~ Humboldt County District Attorney 2a. DUNS#: 034150203
3. Implementing Agency Address: 825 Fifth Street, 4th Floor Eureka 95501-1107
(Street) (City) (Zip+4)
4. Location of Project: Eureka Humboldt 95501-1107
(City) (County) (Zip+4)
5. Disaster/Program Title: Unserved/Underserved Victim ~~Advocacy~~ & Outreach ~~Adv~~ Program SMC
6. Performance Period: 1/1/2021 to 12/31/2021
(Start Date) (End Date) EC
7. Indirect Cost Rate: 10% de minimis Federally Approved ICR (if applicable): N/A % SM

| 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. | 2018 | VOCA | | \$114,026 | | | | | \$114,026 |
| 9. | 2019 | VOCA | | \$114,026 | | | | | \$114,026 |
| 10. | Select | Select | | | | | | | |
| 11. | Select | Select | | | | | | | |
| 12. | Select | Select | | | | | | | |
| Total | Project | Cost | | \$228,052 | \$228,052 | | | | \$228,052 |

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: Maggie Fleming Title: District Attorney
 Payment Mailing Address: 825 Fifth Street, 4th Floor City: Eureka Zip Code+4: 95501-1107
 Signature: M. Fleming Date: Oct 7, 2020
 16. Federal Employer ID Number: 946000513

| (FOR Cal OES USE ONLY) | |
|--|--|
| I hereby certify on my personal knowledge that budgeted funds are available for the period of the expenditures of this expenditure stated above. <u>Mary Rucker</u> 3/9/2021 (Cal OES Fiscal Officer) (Date) | <u>Heather Carlson</u> 3/9/2021 (Cal OES Director or Designee) (Date) |

ENY: 2020-21 Chapter: 6 SL: 18408
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 2018-V2-GX-0029 10/01/17-09/30/21
 Fund: Federal Trust AL#: 16.575
 Program: Unserviced/Underserved Victim Advocacy and Outreach Program
 Match Req.: 20% C/IK Based on TPC-Match Waived
 Project ID: OES18VOCA000012
 SC: 2020-18408 Amount: \$114,026

ENY: 2020-21 Chapter: 6 SL: 18409
 Item: 0690-102-0890 Pgm: 0385
 FAIN #: 2019-V2-GX-0053 10/01/18-09/30/22
 Fund: Federal Trust AL#: 16.575
 Program: Unserviced/Underserved Victim Advocacy and Outreach Program
 Match Req.: 20% C/IK Based on TPC-Match Waived
 Project ID: OES19VOCA000012
 SC: 2020-18409 Amount: \$114,026

DS
 877
 ML#
 721440

SPECIAL CONDITION

Grant Subaward No. UV20 05 0120 is hereby approved with the following condition:

- The 2018 VOCA Funds in the amount of \$114,026 must be expended by 07/31/21 and the final 2-201 must be received by Cal OES by 08/31/21.

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.

**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:

| Fund Year | Federal Program Fund / AL# | Federal Awarding Agency | Total Federal Award Amount | Total Local Assistance Amount |
|------------------|--------------------------------------|--------------------------------|-----------------------------------|--------------------------------------|
| 2018 | Victims of Crime Act (VOCA) / 16.575 | Office for Victims of Crime | \$396,642,274 | \$380,776,583 |
| 2019 | Victims of Crime Act (VOCA) / 16.575 | Office for Victims of Crime | \$266,680,824 | \$256,013,591 |
| Choose an item. | Choose an item. | Choose an item. | \$ | \$ |
| Choose an item. | Choose an item. | Choose an item. | \$ | \$ |
| Choose an item. | Choose an item. | Choose an item. | \$ | \$ |

3. Project Description Section:

- Project Acronym (Please choose from drop down):
Unserved/Underserved Victim Advocacy and Outreach Program (UV)
- Project Description (Please type the Project Description):
Provides funding focus on advocacy and support services to victims of violent crime within unserved/underserved communities.

4. Research & Development Section:

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

PROJECT CONTACT INFORMATION

Subrecipient: Humboldt County Subaward #: UV20 06 0120

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

1. The **Project Director** for the project:

Name: Maggie Fleming Title: District Attorney
Telephone #: 707.445.7411 Email Address: m Fleming@co.humboldt.ca.us
Address/City/Zip + 4: 825 5th Street, 4th Floor, Eureka, CA 95501-1107

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

Name: Karen Paz Dominguez Title: Auditor-Controller
Telephone #: 707.476.2452 Email Address: kpazdominguez@co.humboldt.ca.us
Address/City/Zip + 4: 825 5th Street, 1st Floor, Eureka, CA 95501-1107

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

Name: Joyce Moser Title: Program Coordinator
Telephone #: 707.445.7417 Email Address: jmoser@co.humboldt.ca.us
Address/City/Zip + 4: 825 5th Street, 5th Floor, Eureka, CA 95501-1107

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

Name: Rachelle Davis Title: Legal Office Business Manager
Telephone #: 707.445.7411 Email Address: rdavis@co.humboldt.ca.us
Address/City/Zip + 4: 825 5th Street, 4th Floor, Eureka, CA 95501-1107

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

Name: Maggie Fleming Title: District Attorney
Telephone #: 707.445.7411 Email Address: m Fleming@co.humboldt.ca.us
Address/City/Zip + 4: 825 5th Street, 4th Floor, Eureka, CA 95501-1107

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

Name: Maggie Fleming Title: District Attorney
Telephone #: 707.445.7411 Email Address: m Fleming@co.humboldt.ca.us
Address/City/Zip + 4: 825 5th Street, 4th Floor, Eureka, CA 95501-1107

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

Name: Estelle Fennell Title: Chair, Board of Supervisors
Telephone #: 707.476-2392 Email Address: efennell@co.humboldt.ca.us
Address/City/Zip + 4: 825 5th Street, 1st Floor, Eureka, CA 95501-1107

SIGNATURE AUTHORIZATION

Subaward #: UV20 05 0120

ep
el

Subrecipient: County of Humboldt County

Implementing Agency: ~~District Attorney~~ - Humboldt County District Attorney

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

*Project Director: Maggie Fleming

Signature: M Fleming

Date: 10/9/20

*Financial Officer: Karen Paz Dominguez

Signature: Karen Paz Dominguez

Date: 10/9/2020

The following persons are authorized to sign
for the Project Director

[Signature]

Signature
Rachelle Davis
Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

The following persons are authorized to sign
for the Financial Officer

[Signature]

Signature
Amanda Loftis
Printed Name

APPROVED
By Amanda Loftis at 10:25 am, Nov 09, 2020

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name



Grant Subaward Certification of Assurance of Compliance
Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program

Grant Subaward #: UV20050120

ef Subrecipient: ~~County of Humboldt~~ County

I, Maggie Fleming (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 (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds – SRH Sections 14.005

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure a single audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to allocate federal funds for the audit costs.

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

II. Equal Employment Opportunity – SRH Section 2.025

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

Subrecipients certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.

EEO Officer: Kenneth Spain

Title: Equal Opportunity Employment Officer

Address: 520 E Street, Eureka CA 95501

Telephone Number: 707-445-7745

Email Address: kspain1@co.humboldt.ca.us

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

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

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

The California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000 et seq.) requires all Cal OES-funded Subrecipients to certify compliance with CEQA. Subrecipients must certify they have completed, and will maintain on file, the appropriate CEQA compliance documentation.

V. Lobbying – SRH Sections 2.040 and 4.105

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

VI. Debarment and Suspension – SRH Section 2.045

Subrecipients receiving federal funds must certify that they will adhere to Federal Executive Order 12549, Debarment and Suspension. The Subrecipient certifies that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency.

The Subrecipient certifies that it will not make any Second-Tier Subaward, or enter into any contract greater than \$25,000, with parties that are debarred, suspended, or otherwise excluded or ineligible for participation in Federal programs or activities.

VII. Proof of Authority from City Council/Governing Board – SRH Section 1.055

Subrecipients accept responsibility for and must comply with the requirement to obtain a signed resolution from governing body (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 Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the Subrecipient and the Official Designee. The State of California and Cal OES disclaim responsibility of

any such liability. Furthermore, it is also agreed that Grant Subaward funds received from Cal OES shall not be used to supplant expenditures controlled by the governing board.

Subrecipients are required to obtain written authorization by the governing body (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 Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. The Applicant is also required to maintain said written authorization on file and make readily available upon demand.

VIII. Civil Rights Compliance – SRH Section 2.020

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

IX. Federal Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Special Conditions

1. Applicability of Part 200 Uniform Requirements

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

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

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

Record retention and access: Records pertinent to the award that the Subrecipient must retain – typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies – and to which the Subrecipient must provide access, include performance measurement information, in addition to

the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

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

2. Compliance with DOJ Grants Financial Guide

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

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

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

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

4. Requirements related to System for Award Management and Universal Identifier Requirements

The Subrecipient 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.

The Subrecipient also must comply with applicable restrictions on Second-Tier Subawards, including restrictions on subawards to entities that do not acquire and provide (to the Subrecipient) the unique entity

Identifier required for SAM registration.

The details of the Subrecipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award 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).

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

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

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

6. Compliance with General Appropriations-Law Restrictions on the Use of Federal Funds

The Subrecipient must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2020, are set out at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here.

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

7. Reporting Potential Fraud, Waste, & Abuse.

The Subrecipient must promptly refer to DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

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

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

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

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

a. In accepting this award, the Subrecipient:

- Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or

contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

- Certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.
- b. If the Subrecipient does or is authorized under this award to make Subawards, procurement contracts, or both:
- It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and
 - It certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

9. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subrecipient understands that DOJ encourages Subrecipients to adopt

and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

10. OJP Training Guiding Principles

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

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

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

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000 (for 2018 federal award) or \$250,000 (for 2019 & 2020 federal awards)

The Subrecipient must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (\$150,000 [for 2018 federal award] currently, \$250,000 [for 2019 & 2020 federal awards]). 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> (Specific post-award approval required to use a noncompetitive approach in a procurement contract (If contract would exceed \$150,000 [for 2018 federal award] and exceed \$250,000 [for 2019 & 2020 federal

award)), and are incorporated by reference here.

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

The Subrecipient must collect and maintain data that measure the performance and effectiveness of activities under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act, and other applicable laws.

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

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

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the Subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

15. VOCA Requirements

The Subrecipient must comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required.

16. Demographic Data

The Subrecipient must collect and maintain information on race, sex, national origin, age, and disability of victims receiving assistance, where such information is voluntarily furnished by the victim.

17. Performance Reports

The Subrecipient must submit quarterly performance reports on the performance metrics identified by OVC, and in the manner required by OVC. This information on the activities supported by the award funding will assist in assessing the effects that VOCA Victim Assistance funds have had on services to crime victims within the jurisdiction.

18. Access to Records

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

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

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

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

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

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

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

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable

requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") – no Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

b. Monitoring

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

c. Allowable costs

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

d. Rules of construction

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

21. Determination of suitability to interact with participating minors

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

The Subrecipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

- The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

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

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

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

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

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

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

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to

Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients and Subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi->

bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

25. Restrictions on "Lobbying"

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

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

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

26. Subgrant Award Report (SAR)

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

27. Effect of Failure to Address Audit Issues

The Subrecipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the Subrecipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this Grant Subaward), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

28. Additional DOJ Awarding Agency Requirements (2018, 2019, & 2020)

The Subrecipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the Subrecipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

29. Hiring Documents

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the fund.

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

| CERTIFICATION | |
|--|--|
| I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California. | |
| Official Designee's Signature: | <u>Maggie Fleming</u> |
| Official Designee's Typed Name: | <u>Maggie Fleming</u> |
| Official Designee's Title: | <u>District Attorney</u> |
| Date Executed: | <u>11/5/20</u> |
| Federal Employer ID #: | <u>94-6000513</u> |
| Federal DUNS #: | <u>034150203</u> |
| Current System for Award Management (SAM) Expiration Date: | <u>05/05/2021</u> |
| Executed in the City/County of: | <u>Eureka, Humboldt</u> |
| AUTHORIZED BY: | |
| <input type="checkbox"/> City Financial Officer | <input checked="" type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input type="checkbox"/> Governing Board Chair | |
| Signature: | <u>Karen Paz Dominguez</u> <small>Digitally signed by Karen Paz Dominguez Date: 2020.11.06 16:53:48 -08'00'</small> |
| Typed Name: | <u>Karen Paz Dominguez</u> |
| Title: | <u>Auditor-Controller</u> |

BUDGET CATEGORY AND LINE ITEM DETAIL

| Subrecipient: County of Humboldt, District Attorney's Office <i>Humboldt County</i> | | Subaward #: UV20050120 | |
|--|----------|------------------------|-----------|
| A. Personal Services – Salaries/Employee Benefits | 18VOCA | 19VOCA | COST |
| SALARIES | | | |
| Victim Witness Specialist (Advocate) (1.0FTE) Provides Direct Client Services \$1,792.50/pp x 26pp @ 1.0 FTE = \$46,605.00 | \$23,303 | \$23,302 | \$46,605 |
| Victim Witness Specialist (Advocate) (1.0FTE) Provides Direct Client Services \$1,468.50/pp x 26pp @ 1.0 FTE = \$38,181.00 | \$19,090 | \$19,091 | \$38,181 |
| Administrative Analyst (.50 FTE) \$1,810.50/pp x 26pp @ .50 FTE = \$23,536.50 | \$11,769 | \$11,768 | \$23,537 |
| BENEFITS | | | |
| Victim Witness Specialist (Advocate) (1.0FTE) SUI @ .18% of salary - \$83.89 ✓ Health @ 17% of salary - \$7,922.85 ✓ Life fixed rate determined by CAO \$34.68 ✓ Dental fixed rate determined by CAO - \$720 ✓ PERS @ 33% of salary - \$15,379.65 ✓ FICA @ 6.2% of salary /MC @ 1.45% of salary = \$3,565.28 (\$46,605 x 6.2% = \$2,889.51) + (\$46,605 X 1.45% = \$675.77) Total = \$27,706.40 | \$13,853 | \$13,853 | \$27,706 |
| Victim Witness Specialist (Advocate) (1.0FTE) SUI @ .18% of salary - \$68.73 Health @ 17% of salary - \$6,490.77 Life fixed rate determined by CAO \$34.68 Dental fixed rate determined by CAO - \$720 PERS @ 33% of salary - \$12,599.73 FICA @ 6.2% of salary /MC @ 1.45% of salary = \$2,920.84 (\$38,181 x 6.2% = \$2,367.22) + (\$38,181 X 1.45% = \$553.62) Total = \$22,834.80 | \$11,418 | \$11,417 | \$22,835 |
| Administrative Analyst (.50 FTE) SUI @ .18% of salary - \$42.37 Health @ 17% of salary - \$4,001.21 Life fixed rate determined by CAO \$34.68 x (.50 FTE) = \$17.34 Dental fixed rate determined by CAO - \$720 x (.50 FTE) = \$360.00 PERS @ 33% of salary - \$7,767.05 FICA @ 6.2% of salary /MC @ 1.45% of salary = \$1,800.53 (\$23,537 x 6.2% = \$1,459.26) + (\$23,537 X 1.45% = \$341.27) Total = \$13,988.50 | \$6,994 | \$6,995 | \$13,989 |
| Personal Section Totals | \$86,427 | \$86,426 | \$172,853 |
| PERSONAL SECTION TOTAL | | | \$172,853 |

BUDGET CATEGORY AND LINE ITEM DETAIL

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| Subrecipient: County of Humboldt, District Attorney's Office - Humboldt County | | Subaward #: UV20050120 | | |
|---|---------------|------------------------|---------------|--------------|
| B. Operating Expenses | 18 VOCA MONTH | 18 VOCA | 19 VOCA MONTH | 19 VOCA COST |
| Communications - (2.5 FTE Staff) (landlines/mobile phone/ IPAD mobile computer = \$100 per FTE) (12 months) = \$3,000 ✓ | | \$1,500 | \$1,500 | \$3,000 |
| Utilities- (2.50 FTE)(\$65.83/per month per FTE) (12 months) = \$1,974.90 ✓ | | \$988 | \$987 | \$1,975 |
| Postage - (submission of application/ time sensitive documents/Victim&Witness Correspondance) ✓ (\$.49/per letter) (7,000 letters) = \$3,430.00 | | \$1,715 | \$1,715 | \$3,430 |
| Office Supplies - Paper/Ink/toner (2.50 FTE) (\$279.70 / per month) (12 months) = 8,391.00 ✓ | | \$4,195 | \$4,196 | \$8,391 |
| Special Department Expenses <i>For clients</i> stress/anxiety squeeze hand relief tools (\$1.50 each) x (500) = \$750.00 ✓ | | \$375 | \$375 | \$750 |
| Transportation-motorpool Each month (200 miles)(12 months) = 2,400 miles ✓ (\$57.5/mile) (2,400 miles) = \$1,380.00 150 2400 | | \$690 | \$690 | \$1,380 |
| Direct Financial Assistance <i>Emergency Funds, non-cash</i> (assistance with short temporary shelter, food and transportation cost) (50 Visa Gift Cards)(\$100.00) = \$5,000.00 ✓ (200 Visa Gift Cards)(\$50.00) = \$10,000.00 ✓ (250 Visa Gift Cards)(\$20.00) = \$5,000.00 ✓ total = \$20,000 | | \$10,000 | \$10,000 | \$20,000 |
| Staff Development/Training National Organization for Victim Assistance (NOVA) TBD for location and dates Hotel:\$127 per nig.x 5 nig. = \$635.00 ✓ Per Diem \$66 day x 6 days=\$396.00 ✓ (Reg: \$499 + Flight \$1,500+ Hotel/Per Diem \$1,030) = \$3,030 per adv one advocate | | \$1,515 | \$1,515 | \$3,030 |
| CCVAA Entry-Level Advocate Training- San Diego TBD Dates (Hotel:\$125 per nig. + Per Diem \$71 day x 6 days=\$1,176) ✓ (Reg: \$500 + Flight \$1,200 + \$1,176) = \$2,876 per adv one advocate | | \$1,438 | \$1,438 | \$2,876 |
| Leave No Victim Behind Training - TBD for location and dates (fees based off Las Vegas location previous yr) (Hotel:\$102 per nig. X 4 days) + (Per Diem \$61 day x 5 days)=\$713) ✓ (Reg: \$500 + Flight \$1,500 + \$713) = \$2,713 per adv ✓ | | \$1,356 | \$1,357 | \$2,713 |

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BUDGET CATEGORY AND LINE ITEM DETAIL

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| Subrecipient: County of Humboldt, District Attorney's Office <i>Humboldt County</i> | | Subaward #: UV20050120 | | | |
|--|----------|------------------------|------------|---------------------|-----------------|
| B. Operating Expenses | 18VOCA | 18VOCA MATCH | 19 VOCA | 19 VOCA MATCH | COST |
| Co-Host a 3 day Domestic Violence, Sexual Assault and Human Trafficking Virtual Training: Partnership fee includes the trainer fees and survivor panelist fees. Trainer fee (4 trainers)(\$81.25 per hour)(1.5 hours) = \$487.50 ✓ Survivor panelist fee (15 panelist)(\$81.25 per hour)(1.5 hours) = \$1828.13 Total = \$2,315.63 | \$1,158 | | \$1,158 | | \$2,316 |
| Formal signing of round table tribal MOU Facility rental = \$ 300.00 - <i>one time rental</i> | \$150 | | \$150 | | \$300 |
| Information Service Charges - IT Dept. Charges for technical service/support/intranet/email/software/ updates (Total Charge to VW Division: \$26,198) Total VW staffing (13 users)/(26,198 total IT charge)=\$2,015.23 per user ✓ (2.50 FTE)(2,015.23 per user) = \$5,038.08 | \$2,519 | | \$2,519 | | \$5,038 |
| Operating Section Totals | \$27,599 | 0 | \$27,600 | 0 | \$55,199 |
| OPERATING SECTION TOTAL | | | | | \$55,199 |

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BUDGET CATEGORY AND LINE ITEM DETAIL

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| Subrecipient: Humboldt County County of Humboldt, District Attorney's Office | | Subaward #: UV20050120 | | | |
|---|---------------------|------------------------|-----------|---------------------|-----------|
| C. Equipment | 18 VOCA MATCH | 18VOCA | 19VOCA | 19 VOCA MATCH | COST |
| | | | | | |
| Equipment Section Totals | | | | | |
| EQUIPMENT SECTION TOTAL | | | | | \$0 |
| Category Totals | | | | | |
| Same as Section 12G on the Grant Subaward Face Sheet | | \$114,026 | \$114,026 | | |
| Total Project Cost | | | | | \$228,052 |

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VSPS Budget Summary Report

UV20 Unserved/Underserved Victim Advocacy and Outreach Program
Humboldt County
 Unserved/Underserved Victim Advocacy and Outreach Program

Subaward #: UV20 05 0120
Performance Period: 01/01/21 - 12/31/21
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 | 18VOCA | 86,427 | 0 | 86,427 | 0 | 86,427 |
| F | 19VOCA | 86,426 | 0 | 86,426 | 0 | 86,426 |
| Total A. Personal Services - Salaries/Employee Benefits: | | 172,853 | 0 | 172,853 | 0 | 172,853 |

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 | 18VOCA | 27,599 | 0 | 27,599 | 0 | 27,599 |
| F | 19VOCA | 27,600 | 0 | 27,600 | 0 | 27,600 |
| Total B. Operating Expenses: | | 55,199 | 0 | 55,199 | 0 | 55,199 |

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 | 18VOCA | 0 | 0 | 0 | 0 | 0 |
| F | 19VOCA | 0 | 0 | 0 | 0 | 0 |
| Total C. Equipment: | | 0 | 0 | 0 | 0 | 0 |

| | <u>Budget Amount</u> | <u>Paid/Expended</u> | <u>Balance</u> | <u>Pending</u> | <u>Pending Balance</u> |
|----------------------------|----------------------|----------------------|----------------|----------------|------------------------|
| Total Local Match: | 0 | 0 | 0 | 0 | 0 |
| Total Funded: | 228,052 | 0 | 228,052 | 0 | 228,052 |
| Total Project Cost: | 228,052 | 0 | 228,052 | 0 | 228,052 |

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

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

03/10/21

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Subrecipient: Humboldt County
~~County of Humboldt~~ Subaward #: UV20050120

Budget Narrative

The proposed fiscal year (FY) 2020-21 budget supports the activities of this Unserved/Underserved Victim Advocacy and Outreach Program by providing staffing and operating expenses to meet the outlined goals and objectives for the FY 2020-21. This budget has been developed with the intent to respond to the emotional and physical needs of crime victims, help primary and secondary victims of crime to stabilize their lives after victimization, help victims to understand and participate in the criminal justice system and provide victims with a measure of safety and security. This focus will improve the safety and provide direct assistance to the unserved/underserved American Indian population in a culturally competent manner.

In 2014 Measure "Z" was passed by the citizens of the Humboldt County who agreed upon a ½ cent sales tax increase to be used for improvement in the Humboldt County Services with an emphasis on public safety. After budget negotiations the District Attorney's Office was awarded funding from Measure "Z". Measure Z funding supports the Victim Witness Program Coordinator position at 1.0 FTE. The Program Coordinator is responsible for overseeing day to day operations and has full supervisory responsibility for the staff assigned under this program.

Candidates for this position must have the equivalent of graduation from a four-year

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Subrecipient: Humboldt County Subaward #: UV20050120
~~County of Humboldt~~

College or university with major course work in psychology or related field and three years crisis intervention or counseling work. Our current Victim Witness Program Coordinator, Joyce Moser, has been the Program Coordinator for the past (23) years. Prior to her selection, she was a Victim Witness Advocate for approximately (13) years. Ms. Moser has been with the Victim Witness office since its inception in 1982.

The Victim Witness Program Specialists provide direct client support services to victims of crime. This includes crisis intervention, counseling referral, support through the criminal justice process and assistance in filling Victim of Crime Applications. Candidates for this position must have the equivalent of an AA Degree with major course work in crisis intervention or similar social service work. A full-time position is held by Holly Hensher. She has her AA Degree and over seven (9) years direct work experience as an Advocate. We currently are in recruitment for a full-time position Victim Witness Program Specialist. All positions require cultural competency training and mandatory 40-hour entry-level training to be completed as soon as practical from date of hire. Holly is in full compliance with all requirements.

The Administrative Analyst half time (.50 FTE) position will gather, track, maintain and provide accurate statistical reports to assist in managing the direction of necessary victim services. This position is vital to the program for meeting grant objectives and in providing accurate statistical data to reflect and/or assess the direct needs of our rural community.

EP Humboldt County
Subrecipient: County of Humboldt Subaward #: UV20050120

The Coordinator is employed full time with a commitment to this program, to the Cal OES Victim Witness Assistance Program and to the California Victim compensation and Government Claims Board. The Coordinator provides supervision over the 2.5 FTE staff members under the Cal OES Unserved/Underserved Victim Advocacy & Outreach Program. They do not, however, require continual assistance, as their duties are routine in nature. This allows the coordinator to spend a greater percentage of time interacting with staff and implementing victims' services under this program grant.

The Victim Witness Program Specialists (Advocate) positions and Administrative Analyst position will incur salary increases in accordance with Merit System Rules as employees become eligible. These potential increases have been considered while calculating the program budget for FY 2020-21.

On September 30, 2020 the Victim Witness Program Office was moved to within the Humboldt County Courthouse. This move was to allow for easy access to the court system and services for all victims.

All remaining operating allocations represent day to day expenses for services and supplies. \$3,000 in communications will fund an advocate's and administrative analyst's mobile phone, IPAD mobile computers and 3 telephone land lines for the year. \$1,975 will be allocated for utilities, specifically PG&E which is based upon program FTE staffing, while \$3,430 will be set aside for postage which is not shared with any other victim witness program and \$8,391 for various office supplies such as paper, toner, ink, etc. One item to assist victims

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Humboldt County

Subrecipient: ~~County of Humboldt~~

Subaward #: UV20050120

that has been helpful with anxiety and stressful situations are hand squeeze relief tools and we have allocated \$750.00 towards the purchase of those items. Accessing the most rural areas of the county requires transportation and as such, \$1,740 is being allocated for motor-pool expenses for travel to satellite office locations in rural areas of Humboldt County along with all outreach events by a county car. Direct financial assistance has been requested in the amount of \$20,000.00 distributed according to Direct financial assistance policy provided within the grant application. This financial assistance is to support victims with transportation, emergency lodging, child care costs during necessary appointments or attendance of parent for schedule court hearings, or for unanticipated emergency assistance. \$8,619 will be allocated towards staff development and training which will assist advocates in techniques to help communicate effectively with victims and witness along with learning resources that are available to victims and witness. The National Organization for Victim Witness (NOVA) is offering their 46th training location is to be determined. This training provides up to date training and networking with advocates around the nation. This opportunity will allow an advocate in this program a chance to enhance their knowledge, skills and abilities in responding to underserved/unserved crime victims and their families. \$3,060 has been marked for the NOVA 46th training event. Advocate attendance has been allocated in the budget. An additional training named Leave No Victim Behind has been listed and \$2,713 has been allocated in the budget along with California Crime

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Subrecipient: Humboldt County
~~County of Humboldt~~ Subaward #: UV20050120

Victim Assistance Association Entry Level Advocate training for the newly hired Advocate totaling of \$2,876. All estimated training costs were based off the last previous location the conference was held. All the listed trainings are budgeted to provide to provide registration fees, flight arrangements, hotel stay and per diem costs according to the GSA website at <https://www.gsa.gov/travel/plan-book/per-diem-rates>. Another item allocated as part of Staff development and training is with the Victim Witness program would like to assist as a Co-host in organizing a local 3-day training Domestic Violence, Sexual Assault and Human Trafficking virtual training. This training in the past has provided the community an opportunity to come together in leaning and discussing social services and referral services available in a culturally appropriate approach. This training has proven to open doors of communication with various agencies in rural areas of the community and provided avenues for victims to feel comfortable to reach out to victim witness for advocacy. The trainer and 3 survival panelist fees are for providing training and discussion to all attendees. We have marked a total of \$81.25 per hour to be provided to the presenters and panelists totaling \$2,713 for the entire 3 day training virtual training. Being a Co-host to this event allow for Victim Witness Coordinator and advocates an opportunity for advocating and networking while also displaying referral resources and funding awareness. Projects outlined are the formal resigning of the Roundtable Memorandum of Understanding (MOU) between Tribal Government Entities and the Humboldt County District Attorney's Office. Rental of a venue for the formal signing will

EP Subrecipient: Humboldt County
County of Humboldt Subaward #: UV20050120

total \$300. \$5,038 is marked the Humboldt County IT Department for fees occurred to ensure large scale technical support and network security as the entire victim witness division is charged \$26,198 which is divided among the 13 FTE of the entire victim witness staffing for all programs within the Victim Witness division. With these items in place we should be able to reach our goals outlined in the project narrative.

ep Subrecipient: County of Humboldt County Subaward #: UV20 05 0120

Project Narrative

Humboldt DA Victim Witness UV Program has been reaching crime victims and their families in the American Indian Community in the most rural and remote tribal communities in the county since 2010. UV staff responds to the emotional and physical needs of crime victims, helps primary and secondary victims of crime to stabilize their lives after victimization, helps victims to understand and participate in the criminal justice system, and provides victims with a measure of safety and security.

Continue to deliver all services in a culturally competent and respectful manner - Hiring staff that reflects the population, training all staff on the cultural norms of the population, and delivering services in a culturally competent and respectful manner is a priority. All UV Staff and Program volunteers must submit an Application, be interviewed by the Program Coordinator and the District Attorney, undergo an extensive background investigation and fingerprinting. It can take 6 months-plus to hire personnel. Current UV Staff: Program Coordinator Joyce has over 38 years of victim advocacy experience; UV Advocate Holly has over 29 years of experience advocating in the tribal communities; and UV Volunteer Kayla Henry has over 7 years of victim advocacy experience. All UV Staff have attended Cultural Competency Training, Entry Level Advocate Training and Advanced Advocate Training. Joyce is a member of the Yurok Tribe and is recognized as a Native American Subject-Matter Expert by CalOES. Holly is a member of the Karuk Tribe and a

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Subrecipient: County of Humboldt County Subaward #: UV20 05 0120

Cultural Practitioner. Kayla is a member of the Yurok Tribe and graduated in May 2018 with her Master's Degree In Social Work. All have an in-depth understanding of local American Indian cultural beliefs and customs.

UV staff deliver services in a culturally sensitive manner, nonjudgmental and nondiscriminatory, consistent with legal, ethical, and professional standards of practice; provide crisis intervention and help victims cope with trauma they have experienced; provide assistance with Victim of Crime Application for financial reimbursement for: medical, mental health, lost wages or support, funeral and burial expenses, relocation; offer community resources and referrals to the victims; providing case status and court support if desired; problem solve with victims regarding any obstacles that may be preventing access to community resources and treatment; be available for program presentations, in-services and cross-training opportunities; participate in victim subject trainings; collaborate with tribal and non-tribal community partners to bring awareness to victim rights and the impacts of crime.

Fill Vacant (1) UV Advocate (1.0FTE)– We have interviewed and chosen an applicant to fill the UV Advocate position. She has completed and provided all necessary documents to the DA Investigators Unit and the Background investigation has begun.

Hire (1) Administrative Analyst (.50FTE) position - We will hire an Administrative Analyst (.50FTE) to gather, track, maintain and provide accurate statistical reports to manage direct victim services. This data will capture

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advocate caseload, victim services provided under the UV Grant and the number of Victim of Crime Applications submitted.

The collection of extensive demographics is information that the Tribes have been requesting for decades. We are confident that other population groups and organizations can benefit from this data as well. It is vital that we gather accurate statistical data to identify our service gaps, provide information of where to focus program attention to meet grant objectives, and to reflect the need for future grant funding.

UV Advocates attend Training -- We will send one (1) UV Advocate to CCVAA Entry Level Advocate Training, dates and location TBD. We will send one (1) UV Advocate to the National Organization for Victim Assistance (NOVA) 47th Training Event, dates and location TBD. We will send one (1) UV Advocate to the Leave No Victim Behind in 2021, dates and location TBD. This training opportunity will enhance the UV Advocates' knowledge, skills and abilities to effectively respond and serve underserved/unserved crime victims and their families. This National Training also allows the opportunity to network with other advocates to share and learn innovative solutions as well as current national resources. Learning together is crucial to strengthening partnerships and improving victim services.

Co-host a 3-day "Domestic Violence, Sexual Assault and Human Trafficking in Indian Country" Virtual Training - In 2008, Joyce and Holly were founding members of the Northern California Tribal Healing Coalition. The

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mission of the coalition is to promote the general welfare of Native Americans by empowering and training individuals, as well as working with social service agencies to provide them practical information and culturally appropriate approaches to better serve American Indian crime victims and their families.

The Coalition is based in Eureka and represents tribes and agencies of Humboldt and Del Norte Counties. Members include: Bear River Band of Rohnerville Rancheria, Big Lagoon Rancheria, Blue Lake Rancheria, California Tribal TANF Partnership, Cher-Ae Heights Indian Community of the Trinidad Rancheria, District Attorney Victim Witness, Hoopa Project Connect, Hoopa Tribe, Karuk Tribe, Karuk TANF, Karuk Transitional House Program, Northern California Indian Development Council, Smith River Rancheria, Two Feathers Native Family Services, UIHS Behavioral Health, UIHS Youth Suicide Prevention, Wiyot Tribe, Yurok Tribe Social Services and Yurok Tribal TANF. Humboldt County DA Victim Witness is the only non-tribal coalition member. Tribal and non-tribal agencies learning together is crucial to strengthening partnerships and improving services in the Native American Indian communities.

UV Staff will continue to partner with the Northern California Tribal Healing Coalition to bring local training to educate first-responders on the impacts of crime. The trainings also include traditional song, storytelling, customs and beliefs. Our Conferences have grown over the years: 2008 DV & SA in Indian Country, over 135 attendees; 2010 Healing Families in Indian Country, over 165 attendees; 2011 Family Matters in Indian Country, over 200 attendees; 2012

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Planting Seeds of Wellness in Indian Country, over 225 attendees; 2013 Walking in Balance in Indian Country, over 230 attendees; 2015 Mending the Basket-Weaving Wellness in Indian Country, over 240 attendees; 2017 Honoring Our Past, Present and Future in Indian Country, over 150 attendees. I am very proud to share that people traveled from 2 states and 13 counties to attend our 2017 conference. In addition, conference attendees represented over 23 Tribes. Joyce and Holly are instrumental in the planning of the Conference. The committee is currently working on our 8th Conference to be held in April 2021 via Zoom, in conjunction with Victims' Rights Week. The planning committee is currently deciding the presenters, the cultural sharing and the agenda. The connection between culture and service delivery will be strongly emphasized.

Coordinate the District Attorney & Tribal Governments Roundtable

Memorandum of Understanding Formal Re-signing - In 2003, our office initiated the establishment of the Humboldt County District Attorney & Tribal Governments Roundtable, a platform to provide a meaningful opportunity for representatives from all the Humboldt County Tribes/Rancherias to discuss concerns and devise strategies related to community safety and the administration of justice in Humboldt County. It was six years between the time the conversation was started to the formal adoption and signing of the MOU. Our mission is to create and increase communications between sovereign Tribal Governments and the Humboldt County District Attorney. These monthly meetings are hosted by the District Attorney, held in the DA Law Library, and

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facilitated by UV Advocate Holly Hensher. The Formal Adoption of the MOU was June 17, 2009. A Formal Re-signing of the MOU was held on December 9, 2014. The MOU is for a period of five years from the effective date of this agreement and may be extended upon written mutual agreement. Due to COVID-19, we were unable to hold the District Attorney & Tribal Governments Roundtable Memorandum of Understanding Formal Re-signing in 2020. Currently designated UV staff are collaborating with the DA & Tribal Governments Roundtable and local Tribes and Rancherias to coordinate the Humboldt County District Attorney & Tribal Governments Roundtable Memorandum of Understanding Formal Re-Signing event to be held in 2021. This will be a time to acknowledge the many years of commitment and collaboration between the District Attorney and Tribal Roundtable partners. This partnership is vital for the continued enhancement of our agency reaching crime victims and their families in the most rural and remote Tribal communities

Increase Satellite locations – We will work with the Tribes/Rancherias to add one more Satellite Office, a place where an UV Advocate will provide direct services, coordinate referral services, assist with Victim of Violent Crime Applications, assist with Restraining Orders, and promote public awareness of the vital services the UV Grant has to offer. I believe it is important to note the travel distance and drive time from our Eureka location to our current Satellite offices of outreach one-way: Bear River Satellite Office - 20 miles - 30 minutes travel time; Hoopa Valley Satellite Office - 59 miles -1 hour and 10 minutes travel

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time; Orleans Satellite Office - 85 miles -1 hour and 50 minutes travel time;
Weitchpec Satellite Office - 71 miles -1 hour and 30 minutes travel time.

In 2004, in collaboration with the Hoopa Valley Tribe, we opened our Hoopa Valley Satellite Office. In 2011, working with the Karuk and Yurok Tribes, we opened our Orleans and Weitchpec Satellite Offices. In 2019, working with Bear River Band of Rohnerville Rancheria, we opened our Bear River Rancheria Satellite Office. The Satellite Offices are centrally located on the Karuk, Hoopa and Yurok Reservations, the three largest tribes in California, providing a safe and secure environment for clients and staff while providing services to the most rural and remote tribal communities in the county. Each location is used for many reasons. If the perpetrator were to see a victim's car in the parking lot, the victim could tell the perpetrator that he/she is seeking medical attention, or a variety of other reasons, thereby reducing the threat of retaliation and enhancing access and victim confidentiality. The isolation, lack of both telephone and electricity services and inadequate public transportation add to victim vulnerability.

UV staff will continue to provide court orientation and accompaniment to the underserved American Indian population from crimes arising out of these communities saving Tribal Advocate's time. When a Tribal advocate accompanies a crime victim to court, it would take at least 4 hours (weather permitting) in travel time to attend a ½-hour court appearance, leaving those areas with no resources.

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Vertical co-advocacy reduces trauma, alleviating the victim having to repeat their story over and over and increases the victim's trust with both the Tribal and State Victim Advocates and the Criminal Justice System. Trust takes time.

Program Vehicle to Enhance Criminal Justice Support and Advocacy –

Continued use of a vehicle to assist victims with transportation to criminal justice offices and court. It is extremely beneficial to have immediate access to a vehicle that is used exclusively by DAVW & UV staff allowing us the ability to provide direct services at our Satellite Offices, attend council meetings, task forces and committee monthly meetings, attend local and out-of-area trainings, provide in-services and cross-training opportunities, distribute crisis cards and program brochures, participate in community events with tribal and non-tribal agencies, raising public awareness of program services, accompaniment to criminal justice offices and court, assistance with victim impact statements and assist victims in obtaining child care to enable a victim to attend court.

Transportation expenses, including vehicle maintenance and fuel costs, will continue to be shared between UV and DA Victim Witness.

Direct Financial Assistance Fund - Purchase VISA Cards to provide UV

Emergency Services – Our UV Direct Financial Assistance Fund (Emergency Fund) includes \$100.00, \$50.00 and \$25.00 VISA Cards. Due to the nature of the Direct Financial Assistance Fund, it is necessary that safeguards and accountability of the VISA Cards be maintained. The Direct Financial Assistance

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Fund and regular grant allocation funds will be kept separate, each with its own account within the general ledger. The following documents will be maintained and secured in a safe location by the DA Victim Witness Coordinator: The Direct Financial Assistance Ledger, the Direct Financial Assistance Distribution Log and the Direct Financial Assistance Victim Request. An explanation of each of these documents is provided in the Direct Financial Assistance Disbursement Procedure. An example of each of the above-mentioned documents is included in the Additional Forms portion of this grant.

Often victims are asked to come speak with an Investigator, meet with the District Attorney, or transport their child to our CAST Unit to speak with a Child Abuse Forensic Interview Specialist. Due to the distance in travel, this takes money, and many families survive on a limited income.

We do work with Salvation Army during the holidays to distribute food boxes, but we have some clients that are in a hotel with no cooking facilities. A VISA Card would allow the victim the opportunity to get a hot meal or meals.

We do work with victims that must travel the day before to make early morning court appearances. There are times when a DV victim will get a ride from a family member. This family member will babysit victim's young child/children while victim is testifying. A VISA Card can go a long way in feeding a victim and their family when they are away from home.

We work with victims that do not have vehicles of their own. The Regional Transit System Card is much like a debit card. They are used by victims to get to

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and from court dates, meetings with our attorneys and investigators and medical appointments. Victims would be able to purchase a Regional Transit System Card with a VISA Card.

Gather and Honor Operational Agreements - It is crucial that we continue to meet and create Operational Agreements specific to this grant with all existing partners, in addition to new partners such as tribal medical centers, tribal and non-tribal victim service agencies specific to this grant. Currently our office has signed Memorandums of Understanding (MOUs) with Bear River Band of Rohnerville Rancheria, Big Lagoon Rancheria, Blue Lake Rancheria, Child Abuse Services Team, District Attorney Criminal Division, District Attorney Criminal Investigation Bureau, Hoopa Valley Tribe, Humboldt Domestic Violence Services, Karuk Tribe, North Coast Rape Crisis Team, Sexual Assault Response Team, Trinidad Rancheria, Wiyot Tribe, Yurok Tribe, in addition to the District Attorney and Tribal Governments Roundtable MOU. Currently we are working to secure updated signatures with all Tribes, Rancherias, and Victim Service Agencies that are listed on our Operational Summary pages at the District Attorney & Tribal Governments Roundtable Memorandum of Understanding Formal Re-signing.

Gathering signed MOUs has been challenging due to change in Tribal Leadership and the time involved for the Tribal Chairperson to have authorization to sign. Tribes have their Tribal Attorney review the document, make changes, ask questions and approve, then the document goes to a Tribal Council Meeting. The ongoing conversations are beneficial allowing us the

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opportunity to provide in-services and cross-trainings, distribute crisis cards and brochures describing DA Victim Witness Program Services, UV Services and community resources. We actively participate in community events with Tribal agencies raising public awareness of program services. Working together we can offer American Indian victims and their family members direct services here in Humboldt County.

Promote Awareness of UV Services – UV staff will provide in-services and cross-training opportunities to tribal and non-tribal agencies, distribute crisis cards and brochures describing UV & DA Victim Witness Program services and community resources. UV staff will actively participate in community events with tribal agencies, raise public awareness of program services, victim rights, and the impact of crime, domestic violence, sexual assault, homicide, elder abuse, driving while intoxicated with injuries, hate crime and gang violence. Standing together we will strengthen tribal and non-tribal partnerships, increase direct services, victim referrals and reduce jurisdictional confusion.

Program Sustainability Plan – We will hire an Administrative Analyst (.50FTE) to gather, track, maintain and provide accurate statistical reports to manage direct victim services. It is vital that we gather accurate statistical data which will allow us to meet all grant objectives and to reflect the need for future grant funding. Increased funding equals increased personnel. More personnel equal more crime victims and their families receiving services. This is our plan for

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sustainability that will allow our Program to continue operating following the end of the five-year funding cycle.

Deliver all services in a culturally competent and respectful manner - Most of the Humboldt County UV staff culturally reflect the identified victim population we serve. Program Coordinator Joyce Moser is a member of the Yurok Tribe. UV Advocate Holly Hensher is a member of the Karuk Tribe and a Cultural Practitioner. UV Volunteer Kayla Henry is a member of the Yurok Tribe. Joyce and Holly are recognized as Native American Subject-Matter Experts and have an in-depth understanding of local American Indian cultural beliefs and customs. They are available on a continual basis to mentor staff on culturally sensitive and appropriate methods to provide assistance to communities most in need. Joyce (founding member) and Holly are members of the Inter-Tribal Women's Advocacy Network (ITWAN). ITWAN is a group of women of Native American descent meeting monthly to identify the gaps and create safety nets, advocating for culturally competent services to the Native community. Joyce and Holly are founding members of the Northern California Tribal Healing Coalition working together to bring culturally competent training to our local tribal/non-tribal service providers.

Joyce presented at the Cultural Competency segment at the Western Regional Children's Advocacy Center (WRCAC) Native American Multi-Disciplinary Team Forum (MDT). Joyce was a consultant at the WRCAC Native American MDT Development Academy. Joyce presented at the CA Victim

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Witness Advocacy Academy Entry Level Training sharing her culture and the collaboration efforts between tribal/non-tribal agencies that are working successfully in Humboldt County. In addition, Joyce presented at the Tribal Law Enforcement Professional Development Training on the benefits of creating a California Tribal Crisis Response Team.

Holly was hired as the first ever Humboldt County DA Tribal Liaison. Holly is currently our full-time UV Advocate. Holly has presented at the Strategic Collaborations of Reaching Underserved Victims of Crime Northern Regional Conference sharing her innovative outreach approach to connect with crime victims in tribal communities and isolated regions. In addition, Holly was honored by the Humboldt County Domestic Violence Coordinating Council for her outstanding work in the field of Domestic Violence in Tribal Communities.

Both Joyce and Holly presented at the National Indian Nations – Justice for Victims of Crime. Our presentation was titled Creating Bridges of Trust Across Jurisdictional Boundaries to Increase Safety and Justice. Joyce and Holly responded to the mass victimization that occurred at the Cedarville Indian Rancheria Tribal Office in Modoc County in 2014. Holly was requested by Modoc County District Attorney's Office to respond to Placerville County to assist Modoc County at the Capital Murder Trial of the perpetrator of this horrible crime.

Currently, UV staff is known, accepted, trusted and familiar with the tribal communities, allowing for updated information on our Tribal Resource brochure,

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crisis cards and referrals lists. Collaboration between UV staff and Tribal agencies is the key in increasing program awareness and strengthening the victim support system. Standing together we enhance culturally appropriate approaches to better serve American Indian crime victims and their families.

Future Funding Goal - Co-Host NOVA Crisis Response Training - In 2014, at the request of the Modoc County District Attorney Victim Witness, Joyce Moser and Holly Hensher responded to the horrible tragedy that occurred at the Cedarville Indian Rancheria Tribal Office in Modoc County. Four tribal members/employees were shot dead, and two others shot and stabbed but survived. Modoc County wanted the response to be delivered in a culturally competent and respectful manner. Tribal Advocates responding to victimization on tribal lands was much appreciated by the tribal victims, their families and the Tribal Government. Having experienced the value of a Native Crisis Response to tragedies in Tribal communities, Joyce and Holly continue to participate in the development of the Local and State Tribal Crisis Response Team. In 2015, Joyce presented at the Tribal Law Enforcement Professional Development Training on the benefits of creating a California Tribal Crisis Response Team.

In 2015, Holly presented at the Strategic Collaborations of Reaching Underserved Victims of Crime Northern Regional Conference sharing her innovative outreach approach to connect with crime victims in Tribal Communities and isolated regions.

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In 2016, at the request of the Modoc County District Attorney Victim Witness, Holly Hensher responded to Placerville, CA, to assist Modoc County District Attorney's Office at the Capital Jury Trial (change of venue). "I believe that the Native crime victims who are subpoenaed to testify and those family members who are wishing to attend the trial will be comforted by having a Native advocate who is familiar to them there," Robin Farnam, Program Coordinator, Modoc County DA Victim Witness. The shooter was found guilty and sentenced to death.

It is not a question of "if" but "when" a tragedy will happen. We need to be better prepared locally for this possibility, especially due to the remote location of our community. It is our hope to one day co-host a National Organization Victim Assistance (NOVA) Crisis Response Training. Attendees being tribal and non-tribal people representing a variety of disciplines: Advocates, clergy, law enforcement and school personnel to mention a few. At this time, I know of only two Native American Victim Witness Advocates with training in Crisis Response that have responded to a Crisis in the State of California. We need to increase that number.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), **Humboldt County**, California will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

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Employment: The **County** does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the Americans with Disabilities Act (ADA).

Effective Communication: The **County** will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in **County** programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The **County** will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all **County** programs, services, and activities. For example, individuals with service animals are welcomed in **County** offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a **County** program, service, or activity, should contact the office of **Human Resources, ADA Coordinator Karen Clower, 825 5th Street, Room 100, Eureka, CA 95501, telephone number 707-476-2383, email: kclower@co.humboldt.ca.us**, as soon as possible but no later than 48 hours before the scheduled event. The

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ADA does not require the **County** to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden. Complaints that a **County** program, service, or activity is not accessible to persons with disabilities should be directed to **Human Resources, ADA Coordinator Karen Clower, 825 5th Street, Room 100, Eureka, CA 95501, telephone number 707-476-2383, email: kclower@co.humboldt.ca.us.**

The **County** will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.



Operational Agreement Summary

Grant Subaward #: UV20050120

Subrecipient: County of Humboldt

| Participating Agency/Organization/Individual | Date Signed | Time Frame of OA | |
|--|-------------------|------------------|--------------------|
| 1. <u>Blue Lake Rancheria</u> | <u>02/05/2016</u> | <u>01/01/16</u> | <u>to 12/31/21</u> |
| 2. <u>Child Abuse Services Team</u> | <u>01/13/2016</u> | <u>01/01/16</u> | <u>to 12/31/21</u> |
| 3. <u>District Attorney's Office</u> | <u>01/13/2016</u> | <u>01/01/16</u> | <u>to 12/31/21</u> |
| 4. <u>Distict Attorney Criminal Investigation Bureau</u> | <u>01/13/2016</u> | <u>01/01/16</u> | <u>to 12/31/21</u> |
| 5. <u>Humboldt Domestic Violence Services</u> | <u>03/01/2016</u> | <u>01/01/16</u> | <u>to 12/31/21</u> |
| 6. <u>Karuk Tribe</u> | <u>02/18/2016</u> | <u>01/01/16</u> | <u>to 12/31/21</u> |
| 7. <u>North Coast Rape Crisis Team</u> | <u>01/13/2016</u> | <u>01/01/16</u> | <u>to 12/31/21</u> |
| 8. <u>Sexual Assault Response Team</u> | <u>03/15/2016</u> | <u>01/01/16</u> | <u>to 12/31/21</u> |
| 9. _____ | | | to _____ |
| 10. _____ | | | to _____ |
| 11. _____ | | | to _____ |
| 12. _____ | | | to _____ |
| 13. _____ | | | to _____ |
| 14. _____ | | | to _____ |
| 15. _____ | | | to _____ |
| 16. _____ | | | to _____ |
| 17. _____ | | | to _____ |
| 18. _____ | | | to _____ |
| 19. _____ | | | to _____ |
| 20. _____ | | | to _____ |

Humboldt County Office of the District Attorney
Humboldt County District Attorney Victim Witness
Unserved/Underserved Victim Advocacy and Outreach (UV) Program
Unserved/Underserved Victim Advocacy and Outreach (XV) Program

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Blue Lake Rancheria

OPERATIONAL AGREEMENT

This Operational Agreement stands as evidence that Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Blue Lake Rancheria intend to work together toward the mutual goal of providing assistance to victims/survivors of violent crime in Humboldt County. All agencies believe that implementation of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program and/or the Unserved/Underserved Victim Advocacy and Outreach (XV) Program for 2016-2017, 2017-2018, 2018-2019, 2019-2020 and 2020-2021 will maintain and expand crisis and support services.

To this end, each agency agrees to participate in the program by coordinating/providing the following services:

1. Provide a coordinated response to the American Indian population and cases arising from Tribal regions
2. Maintain an open line of communication between agencies
3. Share information and data needed for the Unserved/Underserved Victim Advocacy and Outreach Program Grant
4. Provide cross training through in-services and/or presentations regarding program services
5. Increase public awareness of Victim Rights and the impact of crime
6. Appear together at community events, which include Victim Rights Awareness Week activities
7. Assist victims/survivors in filing Victim of Violent Crime Application when applicable
8. Strive to deliver all services in a culturally sensitive manner.

This document may be amended at any time with the consent of both parties. We, the undersigned, as authorized representatives of Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Blue Lake Rancheria, do hereby approve this document.

Maggie Fleming
Maggie Fleming, District Attorney (707) 445-7411
Humboldt County Office of the District Attorney

Feb 5, 2016
Date

Joyce Moser
Joyce Moser, Program Coordinator (707) 445-7417
Humboldt County District Attorney Victim Witness Program

1-14-16
Date

Claudia Brundin
Claudia Brundin, Chairperson (707) 668-5101
Blue Lake Rancheria

1/14/16
Date

Humboldt County Office of the District Attorney
Humboldt County District Attorney Victim Witness Program
Unserved/Underserved Victim Advocacy and Outreach (UV) Program
Unserved/Underserved Victim Advocacy and Outreach (XV) Program

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Child Abuse Services Team

OPERATIONAL AGREEMENT

This Operational Agreement stands as evidence that Humboldt County of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Child Abuse Services Team intend to work together toward the mutual goal of providing assistance to victims/survivors of violent crime in Humboldt County. All agencies believe that implementation of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program and/or the Unserved/Underserved Victim Advocacy and Outreach (XV) Program for 2016-2017, 2017-2018, 2018-2019, 2019-2020 and 2020-2021 will maintain and expand crisis and support services.

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6. Appear together at community events, which include Victim Rights' Awareness Week activities
7. Assist victims/survivors in filing Victim of Violent Crime Application when applicable
8. Strive to deliver all services in a culturally sensitive manner.

This document may be amended at any time with the consent of both parties.

We, the undersigned, as authorized representatives of the Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Child Abuse Services Team, do hereby approve this document.

Maggie Fleming
Maggie Fleming, District Attorney (707) 445-7411
Humboldt County Office of the District Attorney

Jan 13, 2016
Date

Joyce Moser
Joyce Moser, Program Coordinator (707) 445-7417
Humboldt County District Attorney Victim Witness Program

1-13-16
Date

Maggie Fleming
Maggie Fleming, Director (707) 445-7411
Humboldt County Child Abuse Services Team

Jan 13, 2016
Date

Humboldt County District Attorney Victim Witness Program
Unserviced/Underserved Victim Advocacy and Outreach (UV) Program
Unserviced/Underserved Victim Advocacy and Outreach (XV) Program

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Humboldt County Office of the District Attorney

OPERATIONAL AGREEMENT

This Operational Agreement stands as evidence that Humboldt County District Attorney Victim Witness Program and the Humboldt County Office of the District Attorney intend to work together toward the mutual goal of providing assistance to victims/survivors of violent crime in Humboldt County. Both agencies believe that implementation of the Unserviced/Underserved Victim Advocacy and Outreach (UV) Program and/or the Unserviced/Underserved Victim Advocacy and Outreach (XV) Program for 2016-2017, 2017-2018, 2018-2019, 2019-2020 and 2020-2021 will maintain and expand crisis and support services.

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7. Assist victims/survivors in filing Victim of Violent Crime Application when applicable
8. Strive to deliver all services in a culturally sensitive manner.

This document may be amended at any time with the consent of both parties.

We, the undersigned, as authorized representatives of the Humboldt County District Attorney Victim Witness Program and the Humboldt County Office of the District Attorney, do hereby approve this document.


Joyce Moser, Program Coordinator (707) 445-7417
Humboldt County District Attorney Victim Witness Program

1-12-16
Date


Maggie Fleming, District Attorney (707) 445-7411
Humboldt County Office of the District Attorney

Jan 13, 2016
Date

Humboldt County Office of the District Attorney
Humboldt County District Attorney Victim Witness Program
Unserved/Underserved Victim Advocacy and Outreach (UV) Program
Unserved/Underserved Victim Advocacy and Outreach (XV) Program

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Office of the District Attorney Criminal Investigation Bureau

OPERATIONAL AGREEMENT

This Operational Agreement stands as evidence that Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Office of the District Attorney Criminal Investigation Bureau intend to work together toward the mutual goal of providing assistance to victims/survivors of violent crime in Humboldt County. All agencies believe that the implementation of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program and/or the Unserved/Underserved Victim Advocacy and Outreach (XV) Program for 2016-2017, 2017-2018, 2018-2019, 2019-2020, and 2020-2021 will maintain and expand crisis and support services.

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7. Assist victims/survivors in filing Victim of Violent Crime Application when applicable
8. Strive to deliver all services in a culturally sensitive manner.

This document may be amended at any time with the consent of both parties. We, the undersigned, as authorized representatives of the Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Humboldt District Attorney Investigation Bureau, do hereby approve this document.

Maggie Fleming

Maggie Fleming, District Attorney
Humboldt County Office of the District Attorney (707) 445-7411

Jan 13, 2016
Date

Joyce Moser

Joyce Moser, Program Coordinator
Humboldt County District Attorney Victim Witness Program (707) 445-7417

1-12-16
Date

Wayne Cox

Wayne Cox, Chief Investigator
Humboldt County District Attorney Investigation Bureau (707) 445-7411

01/15/16
Date

Humboldt County Office of the District Attorney
Humboldt County District Attorney Victim Witness
Unserved/Underserved Victim Advocacy and Outreach (UV) Program
Unserved/Underserved Victim Advocacy and Outreach (XV) Program

&

Humboldt Domestic Violence Services

OPERATIONAL AGREEMENT

This Operational Agreement stands as evidence that Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Humboldt Domestic Violence Services intend to work together toward the mutual goal of providing assistance to victims/survivors of violent crime in Humboldt County. All agencies believe that implementation of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program and/or the Unserved/Underserved Victim Advocacy and Outreach (XV) Program for 2016-2017, 2017-2018, 2018-2019, 2019-2020 and 2020-2021 will maintain and expand crisis and support services.

To this end, each agency agrees to participate in the program by coordinating/providing the following services:

1. Provide a coordinated response to the American Indian population and cases arising from Tribal regions
2. Maintain an open line of communication between agencies
3. Share information and data needed for the Unserved/Underserved Victim Advocacy and Outreach Program Grant
4. Provide cross training through in-services and/or presentations regarding program services
5. Increase public awareness of Victim Rights and the impact of crime
6. Appear together at community events, which include Victim Rights' Awareness Week activities
7. Assist victims/survivors in filing Victim of Violent Crime Application when applicable
8. Strive to deliver all services in a culturally sensitive manner.

This document may be amended at any time with the consent of both parties. We, the undersigned, as authorized representatives of Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Humboldt Domestic Violence Services, do hereby approve this document.

Maggie Fleming
Maggie Fleming, District Attorney
Humboldt County Office of the District Attorney

(707) 445-7411

Mar. 2, 2016
Date

Joyce Moser
Joyce Moser, Program Coordinator
Humboldt County District Attorney Victim Witness Program

(707) 445-7417

3-3-16
Date

Brenda Bishop
Brenda Bishop, Executive Director
Humboldt Domestic Violence Services

(707) 444-8256

3/2/2016
Date

Humboldt County Office of the District Attorney
Humboldt County District Attorney Victim Witness
Unserved/Underserved Victim Advocacy and Outreach (UV) Program
Unserved/Underserved Victim Advocacy and Outreach (XV) Program

&

Karuk Tribe

OPERATIONAL AGREEMENT

This Operational Agreement stands as evidence that Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Karuk Tribe intend to work together toward the mutual goal of providing assistance to victims/survivors of violent crime in Humboldt County. All parties believe that implementation of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program and/or the Unserved/Underserved Victim Advocacy and Outreach (XV) Program for 2016-2017, 2017-2018, 2018-2019, 2019-2020, and 2020-2021 will maintain and expand crisis and support services.

To this end, each party agrees to participate in the program by coordinating/providing the following services:

1. Provide a coordinated response to the American Indian population and cases arising from Tribal regions
2. Maintain an open line of communication between parties
3. Share information and data needed for the Unserved/Underserved Victim Advocacy and Outreach Program Grant
4. Provide cross training through in-services and/or presentations regarding program services
5. Increase public awareness of Victim Rights and the impact of crime
6. Appear together at community events, which include Victim Rights' Awareness Week activities
7. Assist victims/survivors in filing Victim of Violent Crime Application when applicable
8. Strive to deliver all services in a culturally sensitive manner.

This document may be amended at any time with the consent of both parties. We, the undersigned, as authorized representatives of Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Karuk Tribe, do hereby approve this document.

Maggie Fleming

Maggie Fleming, District Attorney
Humboldt County Office of the District Attorney

(707) 445-7411

Feb 18, 2016
Date

Joyce Moser

Joyce Moser, Program Coordinator
Humboldt County District Attorney Victim Witness Program

(707) 445-7417

2-18-16
Date

Russell Atebery

Russell Atebery, Chairperson
Karuk Tribe

(530) 493-1600

1-28-16
Date

Humboldt County Office of the District Attorney
Humboldt County District Attorney Victim Witness Program
Unservd/Underserved Victim Advocacy and Outreach (UV) Program
Unservd/Underserved Victim Advocacy and Outreach (XV) Program

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North Coast Rape Crisis Team

Operational Agreement

This Operational Agreement stands as evidence that Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the North Coast Rape Crisis Team intend to work together toward the mutual goal of providing assistance to victims/survivors of violent crime in Humboldt County. All agencies believe that the implementation of the Unservd/Underserved Victim Advocacy and Outreach (UV) Program and/or the Unservd/Underserved Victim Advocacy and Outreach (XV) Program for 2016-2017, 2017-2018, 2018-2019, 2019-2020 and 2020-2021 will maintain and expand crisis and support services.

To this end, each agency agrees to participate in the program by coordinating/providing the following services:

1. Provide a coordinated response to the American Indian population and sexual assault cases arising from Tribal regions
2. Maintain an open line of communication between agencies
3. Share information and data needed for the Unservd/Underserved Victim Advocacy and Outreach Program Grant
4. Provide cross training through in-services and/or presentations regarding program services
5. Increase public awareness of Victim Rights and the impact of crime
6. Appear together at community events, which include Victim Rights' Awareness Week activities
7. Assist victims/survivors in filing Victim of Violent Crime Application when applicable
8. Strive to deliver all services in a culturally sensitive manner.

This document may be amended at any time with the consent of both parties:

We, the undersigned, as authorized representatives of Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the North Coast Rape Crisis Team, do hereby approve this document.



Maggie Fleming, District Attorney
Humboldt County Office of the District Attorney

(707) 445-7411

Jan 13, 2016
Date



Joyce Moser, Program Coordinator
Humboldt County District Attorney Victim Witness Program

(707) 445-7417

1-12-16
Date



Maryann Hayes Mariani, Client Services Coordinator
North Coast Rape Crisis Team

(707) 443-2737

1-12-16
Date

Humboldt County Office of the District Attorney
Humboldt County District Attorney Victim Witness Program
Unserved/Underserved Victim Advocacy and Outreach (UV) Program
Unserved/Underserved Victim Advocacy and Outreach (XV) Program

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Sexual Assault Response Team

OPERATIONAL AGREEMENT

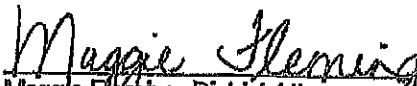
This Operational Agreement stands as evidence that Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Sexual Assault Response Team intend to work together toward the mutual goal of providing assistance to victims/survivors of violent crime in Humboldt County. All agencies believe that implementation of the Unserved/Underserved Victim Advocacy and Outreach (UV) Program and/or the Unserved/Underserved Victim Advocacy and Outreach (XV) Program for 2016-2017, 2017-2018, 2018-2019, 2019-2020, and 2020-2021 will maintain and expand crisis and support services.

To this end, each agency agrees to participate in the program by coordinating/providing the following services:


1. Provide a coordinated response to the American Indian population and victims of adult/child sexual assault cases arising from Tribal regions
2. Maintain an open line of communication between agencies
3. Share information and data needed for the Unserved/Underserved Victim Advocacy and Outreach Program Grant
4. Provide cross training through in-services and/or presentations regarding program services
5. Increase public awareness of Victim Rights and the impact of crime
6. Appear together at community events, which include Victim Rights' Awareness Week activities
7. Assist victims/survivors in filing Victim of Violent Crime Application when applicable
8. Strive to deliver all services in a culturally sensitive manner.

This document may be amended at any time with the consent of all parties.

We, the undersigned, as authorized representatives of the Humboldt County Office of the District Attorney, Humboldt County District Attorney Victim Witness Program and the Sexual Assault Response Team, do hereby approve this document.


Maggie Fleming, District Attorney (707) 445-7411
Humboldt County Office of the District Attorney

3/15/16
Date


Joyce Moser, Program Coordinator (707) 445-7417
Humboldt District Attorney Victim Witness Program

3-7-16
Date


Diana Yardell, MD -- Medical Director (707) 445-8121 ext 6907
Sexual Assault Response Team

3-7-16
Date

Humboldt County District Attorney and Tribal Governments Roundtable
Memorandum of Understanding
December 9, 2014
Trinidad, California

This Memorandum of Understanding (MOU) evidences the willingness and commitment of the signers to work toward mutual goals and foster stronger communication between the Humboldt County District Attorney's Office and Tribal Governments.

Mission

The mission of the Humboldt County District Attorney and Tribal Governments Roundtable is to create and increase communication between sovereign Tribal Governments and the Humboldt County District Attorney's Office. The Roundtable fosters education of our mutual constituencies to meet our needs by multi-level training, in-services and presentations. The Roundtable is committed to ensuring a mechanism is in place to address concerns or issues between our entities.

Purpose and Scope

The Humboldt County District Attorney's Office and the sovereign Tribal Governments are forming a collaboration to address the mutual needs of our entities as we serve our constituents. Each participating organization is responsible for its own expenses related to this MOU. There will not be an exchange of funds between the parties for tasks associated with this MOU, except shared expenses as agreed to by members.

Responsibility

Each signing entity will appoint a person to serve as the official contact and coordinate the activities of each entity in carrying out this MOU. All parties will work together on public education efforts and will attend a monthly meeting.

Terms of Understanding

The term of this MOU is for a period of five years from the effective date of this agreement and may be extended upon written mutual agreement. All shall be reviewed at least annually to ensure that it is fulfilling its purpose and to make any necessary revisions.

Authorization

On behalf of the entity, I represent, I wish to sign this Memorandum of Understanding and contribute to its further development.

[Signature]
Paul A. Gallager, District Attorney
County of Humboldt

[Signature]
Joyce Lee, Tribal Coordinator
District of Klamath
Klamath Tribes

[Signature]
William Sand, Chairman
Bear River Band of Rohnerville Rancheria

[Signature]
Virgil Woodcock, Chairman
Dixie Indian Rancheria

[Signature]
Claudia Brundie, Chairman
Blue Lake Rancheria

[Signature]
Sharon V. Smith, Chairman
Hoopa Valley Tribe

[Signature]
Russell A. Hebery, Chairman
Klamath Tribes

[Signature]
Thomas P. O'Rourke Sr., Chairman
Tule Lake

[Signature]
Cecilia Sanchez, Chairman
Wiyat Tribe

[Signature]
Cindy Jones, Director
Office of Native American Affairs
California Attorney General's Office

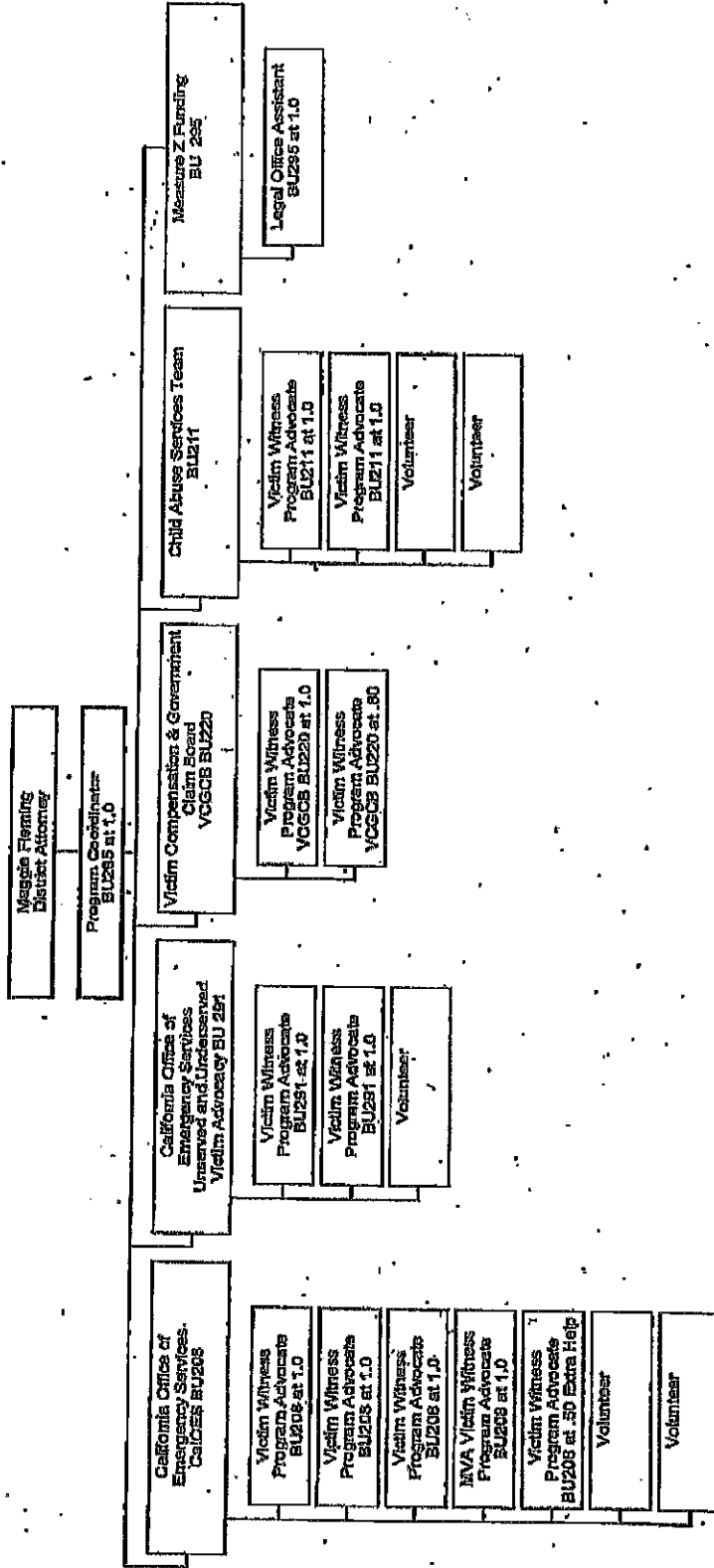
[Signature]
Sally Henderson, Supervisor
Victim Witness Unit
California Office of the Attorney General

[Signature]
Maggie Fleming
Maggie Fleming, District Attorney Elect
County of Humboldt

[Signature]
John Taylor, Executive Director
California Indian Law & Economic Justice, Inc.



Humboldt County District Attorney Victim Witness Assistance Program Projected 2020-2021



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

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

1. VOCA Victim Assistance Formula Grant Program Award Number: 2019-V2-GX-0053
2. Cal OES Subaward Number: UV20050120
3. Subrecipient's Name: Humboldt County
4. Grant Subaward Performance Period 01/01/2021 through 12/31/2021
5. VOCA Victim Assistance Funds Awarded: \$ 114,026
6. Amount of Cash Match Proposed (post-Match Waiver): \$ 0
7. Amount of In-kind Match Proposed (post-Match Waiver): \$ 0
8. Total Amount of Match Proposed (sum of #6 and #7): \$ 0
9. Briefly summarize the services provided:
Available services during COVID-19 pandemic are accompanying and assisting clients during court hearings and testifying via Zoom from the District Attorney's Office 4th Floor law library. Assisting in transportation needs for court, and victim impact statements via e-mail, telephone or Zoom video conference. Encouraging and assisting clients to sign up for VINE. Assistance in opening CALVCB victim of crime application via email, mail, or by faxing. Crisis intervention, referrals to community partners, completing CDCR 1707's, and court watch/update for clients.
10. Describe practical and/or logistical obstacles to providing match:
A large portion of the general fund is based off of state and local sales tax revenue. Statics are already showing a significant drop in sales tax revenue. Due to our cash match dollars coming from Humboldt County's general fund, having to provide the total match funding may take away from the general funding that supplies salary and benefits to employees and potentially assist in creating a larger employee lay-off situation. Items we would be able to utilize an in-kind match are currently being utilized within the community as resources during the pandemic.
11. Describe any local resource constraints to providing match:
Due to COVID-19 and the practices of social distancing many local resources are closed temporarily and many have not reopening since the stay in place orders. The various community resources that were already stretched in the our rural community that we would make partnerships with are asking for aid during this time in order to remain open or reopen.

Approved

Denied

Claire Wimbley-Brown

Unit Chief Name

CWBrown 12/07/2020

Unit Chief Signature / Date

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

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

1. VOCA Victim Assistance Formula Grant Program Award Number: 2018-V2-GX-0029
2. Cal OES Subaward Number: UV20050120
3. Subrecipient's Name: Humboldt County
4. Grant Subaward Performance Period 01/01/2021 through 12/31/2021
5. VOCA Victim Assistance Funds Awarded: \$ 114,026
6. Amount of Cash Match Proposed (post-Match Waiver): \$ 0
7. Amount of In-kind Match Proposed (post-Match Waiver): \$ 0
8. Total Amount of Match Proposed (sum of #6 and #7): \$ 0

9. Briefly summarize the services provided:

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10. Describe practical and/or logistical obstacles to providing match:

A large portion of the general fund is based off of state and local sales tax revenue. Statics are already showing a significant drop in sales tax revenue. Due to our cash match dollars coming from Humboldt County's general fund, having to provide the total match funding may take away from the general funding that supplies salary and benefits to employees and potentially assist in creating a larger employee lay-off situation. Items we would be able to utilize an in-kind match are currently being utilized within the community as resources during the pandemic.

11. Describe any local resource constraints to providing match:

Due to COVID-19 and the practices of social distancing many local resources are closed temporarily and many have not reopening since the stay in place orders. The various community resources that were already stretched in the our rural community that we would make partnerships with are asking for aid during this time in order to remain open or reopen.

Approved

Claire Wimbley-Brown

Denied

Unit Chief Name

CWBrown 12/07/2020

Unit Chief Signature / Date

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

| | | |
|--|---|---------------------------|
| Subrecipient <u>Humboldt County</u> | Duns# <u>34150203</u> | FIPS# <u>001-00000 ep</u> |
| Disaster/Program Title: Victim Witness Assistance Program - Unserved/Underserved Victim Advocacy & Outreach Program (UV) | | |
| Performance Period: <u>01/01/21</u> to <u>12/31/21</u> | Subaward Amount Requested: <u>228052 ep</u> | |
| Type of Non-Federal Entity (Check Box): <input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe | | |

EC

Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

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

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

| Assessment Factors | Response |
|---|-------------|
| 1. How many years of experience does your current grant manager have managing grants? | 3-5 years |
| 2. How many years of experience does your current bookkeeper/accounting staff have managing grants? | 3-5 years |
| 3. How many grants does your organization currently receive? | 3-10 grants |
| 4. What is the approximate total dollar amount of all grants your organization receives? | \$ 705,000 |
| 5. Are individual staff members assigned to work on multiple grants? | No |
| 6. Do you use timesheets to track the time staff spend working on specific activities/projects? | No |
| 7. How often does your organization have a financial audit? | Annually |
| 8. Has your organization received any audit findings in the last three years? | Yes |
| 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? | Always |
| 12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.? | >5 years |
| 13. Do you have procedures to monitor grant funds passed through to other entities? | N/A |

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

| | |
|--|-----------------------------------|
| Signature: (Authorized Agent) <i>M. Fleming</i> | Date: <u>Oct 7, 2020</u> |
| Print Name and Title: <u>Maggie Fleming, District Attorney</u> | Phone Number: <u>707.445.7411</u> |
| Cal OES Staff Only: SUBAWARD # <u>WV20050120</u> | |

PROJECT SERVICE AREA INFORMATION

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

* Humboldt County

2. U.S. CONGRESSIONAL DISTRICT(S): Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

* 1st US Congressional District

3. STATE ASSEMBLY DISTRICT(S): Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

* 1st District

4. STATE SENATE DISTRICT(S): Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

* 2nd District

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

* 136,646