



# COUNTY OF HUMBOLDT

For the meeting of: 5/23/2023

---

File #: 23-711

---

**To:** Board of Supervisors

**From:** Probation

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Request for Authority to Apply for the Probation Specialized Units (PU) Program Grant

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Authorize the Chair of the Board to sign the Certificate of Assurance of Compliance Authorization with the Violence Against Women Act (VAWA) (attachment 2);
2. Authorize the Interim Chief Probation Officer to sign the application to California Office of Emergency Services (CalOES) Victim Services Division for the Probation Specialized Units (PU) Program Grant for Fiscal Year 2023-24;
3. Authorize the Interim Chief Probation Officer or Chief Probation Officer to sign any subsequent grant documents relating to the Probation Specialized Units (PU) Program Grant for the 2023-24 fiscal year; and
4. Direct the Clerk of the Board to return one executed Certificate of Assurance of Compliance Authorization with the Violence Against Women Act (VAWA) (attachment 2) to the Probation Department, attention: Elisha Hardison, Legal Office Business Manager

**SOURCE OF FUNDING:**

The federal Violence Against Women Act (VAWA) Services\*Training\*Officers\*Prosecution (S\*T\*O\*P) Formula Grant supports the Probation Specialized Supervision Program that is administered in California by the Governor's Office of Emergency Services (CalOES), Victim Services Division

**DISCUSSION:**

On Oct. 22, 2013, the Board of Supervisors approved the Probation Department's request to apply for the federal VAWA S\*T\*O\*P Grant. In California, the grant is administrated by Cal OES, Victim Services Division. The Probation Department would like to continue its work with the grant. The Probation Department is submitting the seventh such application to Cal OES to continue its work supervising domestic violence offenders on formal probation.

The Probation Department is seeking approval from your Board to submit grant paperwork to Cal OES for the continuance of the Probation Specialized Units (PU) Program. The extension of the grant will allow the Probation Department to continue to provide intensive supervision to domestic violence offenders. With this program, Probation hired a Senior Probation Officer to supervise these offenders. This program also supports offender participation in court-ordered Batterer’s Intervention Programs (BIP) where previously delays in service left offenders untreated for months. Assistance provided through the grant addresses this service gap.

The first request for application (RFA) for this grant was non-competitive. Upon the initial approval, the Probation Department had the option of applying for two additional annual grant periods on a noncompetitive basis, as the grant program was a 3-year funded program. The Probation Department successfully applied for, and was awarded, grant funding in both of the non-competitive years. The grant was due to become competitive again in fiscal year 2016-17, however due to an unexpected excess of funds the grant was opened non-competitively for an additional 2 years. Humboldt County Probation applied again and was awarded. The RFP was again opened competitively for fiscal year 2019/20 and the Probation Department sought and was awarded a sixth year of funding. This year will be the second year in the grant cycle and is non-competitive. This year will be followed by one additional noncompetitive year in the cycle, contingent on the availability of funds. Therefore, the Humboldt County Probation Department once again is requesting authorization to apply for the eleventh year of this grant funding. This grant period runs from Oct. 1, 2023, through Sept. 30, 2024.

The Probation Department requests that the Board of Supervisors authorize the Chief Probation Officer or Interim Chief Probation Officer to sign and submit Cal OES’ Probation Specialized Units (PU) Program FY 2022-23 application and any subsequent grant paperwork. In addition, staff recommends that the Board of Supervisors authorize the Chair of the Board to sign the Certificate of Assurance of Compliance (Attachment 4) as required for the Violence Against Women Act (VAWA).

**FINANCIAL IMPACT:**

<b>Expenditures (Fund, Budget Unit)</b>	<b>FY22-23</b>	<b>FY23-24 Projected</b>	<b>FY24-25 Projected</b>
Budgeted Expenses	133,334	133,334	133,334
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>133,334</b>	<b>133,334</b>	<b>133,334</b>
<b>Funding Sources (Fund, Budget Unit)</b>	<b>FY22-23 Adopted</b>	<b>FY23-24 Projected*</b>	<b>FY24-25 Projected*</b>
General Fund	33,334	33,334	33,334
State/Federal Funds	100,000	100,000	100,000
Fees/Other			

Use of Fund Balance			
Contingencies			
<b>Total Funding Sources</b>	<b>133,334</b>	<b>133,334</b>	<b>133,334</b>

*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

In preparing the Probation Specialized Supervision Program FY 2023-24 application, the Probation

Department will be requested funding from the Governor’s Office of Emergency Services (Cal OES), Victim Services Division for \$100,000. The grant includes a required 25 percent county match of the total program cost of \$133,334. Therefore, the Probation Department would be required to provide funding in the amount of \$33,334 as a match for the grant award. The Probation Department will utilize General Fund allocations for budget unit 235, to subsidize any remaining program costs not covered by the grant funding. Since the grant period runs from Oct. 1, 2023, through Sept. 30, 2024, the impact to the department’s budget will be demonstrated in Humboldt County Probation’s budget submission for Fiscal Year 2023-24 within the existing budget of 1100-235001-526541, with 100 percent of the total \$133,334 being represented.

Humboldt County Probation Department has been awarded 10 years of federal grant funding for this program. Both fiscal years 2023-24 and 2024-25 are non-competitive years in the grant cycle.

**STAFFING IMPACT:**

Position Title	Position Control Number	Monthly Salary Range (1A-E Step)	Additions (Number)	Deletions (Number)
Senior Probation Officer	2350469-07	E	0	0

**Narrative Explanation of Staffing Impact:**

The Probation Specialized Units Program grant funds one Senior Probation Officer who managed the caseload associate with this program. There are no anticipated staff additions or deletions in fiscal year 2023/24.

**STRATEGIC FRAMEWORK:**

This action supports the following areas of your Board’s Strategic Framework.

Core Roles: Enforce laws and regulations to protect residents

New Initiatives: Seek outside funding sources to benefit Humboldt County needs

Strategic Plan: N/A

**OTHER AGENCY INVOLVEMENT:**

California Office of Emergency Services (Cal OES), Victim Services

Community Based Organizations (Batterer Intervention Programs)

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may elect not to approve this request however it is not recommended. Without funding from this grant, the Probation Department would be unable to continue its Specialized Units (PU) Program for domestic violence offenders, which would result in the loss of treatment services to address this specific, identified need.

ATTACHMENTS:

1. Request for Application, Probation Specialized Units Program (PU)
2. Grant Subaward Certification of Assurance of Compliance (Cal OES form 2-104)

PREVIOUS ACTION/REFERRAL:

Board Order No.: B-1, C-14, C-10, C-16, C-18, C-19, C-10, C-21, C-36, D-22, D-15  
Meeting of: 10/22/13, 1/17/14, 9/23/14, 9/15/15, 10/4/16, 10/17/17, 9/4/18, 9/17/19,  
7/20/20, 7/28/21, 5/3/2023  
File No.: 18-1135, 19-1318, 20-901, 21-962, 22-564