

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # B-7

Urgent

Routine

Ant

AGENDA DATE March 12, 2013

CEO Concurs with Recommendation YES NO

4/5 Vote Required YES NO

(Information Attached)

SUBJECT:

Authorize the Chief Executive Officer to Apply for the Department of Justice, Office on Violence (OVW) Against Women Fiscal Year 2013 Grant to Encourage Arrest Policies and Enforcement of Protection Orders Program in the Amount of \$650,000 and to Accept Funding if Awarded

STAFF RECOMMENDATIONS:

1. Approval for the Chief Executive Office to submit an application for funding to the Department of Justice, Office on Violence (OVW) Against Women Fiscal Year 2013 Grant to Encourage Arrest Policies and Enforcement of Protection Orders Program in the amount of \$650,000.
2. Authorize the Chief Executive Officer, or her designee, to sign and execute the grant application due on March 25, 2013.
3. Authorize the acceptance of funding, if awarded, and direct the Auditor-Controller to make the necessary budget adjustments.

FISCAL IMPACT:

There is no fiscal impact at this time. However, if the FY 2013 Arrest Program grant is approved, it will partially fund three years of staffing and program services at the Stanislaus Family Justice Center, three years of one Criminal Investigator in the District Attorney's Office, and three years of one Haven Family Justice Center Coordinator and one Haven Advocate for Haven Women's Center of Stanislaus. All personnel funded through the grant will be co-located at the Stanislaus Family Justice Center. If granted, the funds will be eligible for drawdown once the budget is submitted and approved by OVW and will be administered on a cost reimbursement basis through the Chief Executive Office. All costs of administering the grant funds are eligible for reimbursement through the grant.

BOARD ACTION AS FOLLOWS:

No. 2013-108

On motion of Supervisor Monteith, Seconded by Supervisor Withrow

and approved by the following vote,

Ayes: Supervisors: O'Brien, Withrow, Monteith, De Martini and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) Approved as recommended

2) Denied

3) Approved as amended

4) Other:

MOTION:



ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

Authorize the Chief Executive Officer to Apply for the Department of Justice, Office on Violence Against Women (OVW) Fiscal Year 2013 Grant to Encourage Arrest Policies and Enforcement of Protection Orders Program in the Amount of \$650,000 and to Accept Funding if Awarded
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DISCUSSION:

Stanislaus County completed the Fiscal Year 2010 Arrest Program award from the Department of Justice, Office on Violence Against Women (OVW) on December 31, 2012. The County will serve as the lead agency for the FY 2013 Arrest Program application for \$650,000 in funding for the period October 1, 2013 – September 30, 2016. Partners will include Stanislaus Family Justice Center Foundation, Stanislaus County District Attorney's Office, and Haven Women's Center of Stanislaus.

The FY 2013 Arrest Program recognizes that sexual assault, domestic violence, dating violence, and stalking are crimes that require the criminal justice system to hold offenders accountable for their actions through investigation, arrest, and prosecution of violent offenders, and through close judicial scrutiny and management of offender behavior. This discretionary grant program encourages local government to treat these crimes as serious violations of criminal law requiring the coordinated involvement of the entire criminal justice system. The Arrest Program challenges the entire community to listen, communicate, identify problems, and share ideas that will result in new responses to ensure victim safety and offender accountability.

The FY 2013 Arrest Program will continue to support comprehensive victim service and support centers in Stanislaus County through the Stanislaus Family Justice Center (SFJC). The Stanislaus Family Justice Center opened its doors on November 1, 2010 and is operated by the Stanislaus Family Justice Center Foundation, a 501 (c)(3) not-for-profit charitable organization. The mission of the agency is *to offer victims and survivors a path to safety and hope through compassion and coordinated services.*

The Family Justice Center model provides for the co-location of services to support victims of abuse, enabling them to go to a single location, tell their story one time, and get the services and assistance they need. The Family Justice Center model is identified as an evidence-based practice in the field of domestic, family violence and sexual assault intervention, and prevention services. It is a collaborative effort of a multi-disciplinary team of professionals focused on addressing the needs of victims of domestic violence, sexual assault, child abuse or elder abuse, and offers a combination of programs, services and interventions at a single location. The working partners of the SFJC are Behavioral Health and Recovery Services, CAIRE Center, Community Services Agency, Stanislaus County District Attorney, Memorial Medical Center, Haven Women's Center, Stanislaus County Sheriff and City law enforcement agencies, Stanislaus County Probation, Stanislaus County Chief Executive Office, Stanislaus County Office of Education, Stanislaus Elder Abuse Prevention Alliance, Stanislaus County Superior Court, and Children's Crisis Center.

Major services that are provided to victims at the SFJC include advocacy, basic needs, counseling, crisis intervention, housing and shelter assistance, law enforcement and prosecution, legal assistance, life skills, chaplaincy, and translation services. This combination of victim assistance, support and strengthening works to decrease the rate

Authorize the Chief Executive Officer to Apply for the Department of Justice, Office on Violence Against Women (OVW) Fiscal Year 2013 Grant to Encourage Arrest Policies and Enforcement of Protection Orders Program in the Amount of \$650,000 and to Accept Funding if Awarded
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of abuse in our County. Further details are noted in the Description of Grant Objective which is attached.

In the first two years in operation, services have been provided to 2,379 first time clients (Adult and Children) and 3,170 subsequent visits to the Stanislaus Family Justice Center. Approximately 95% of adults were females and 75% of child abuse victims were females. Services such as counseling, shelter assistance, legal assistance, chaplaincy services, and criminal justice system assistance were provided to victims onsite.

The Stanislaus Family Justice Center wishes to express that they value the current partnership with Stanislaus County and are grateful to have the support of the Board of Supervisors and a variety of other County agencies. The SFJC further expresses their appreciation of the County's support of the Arrest Program grant funding and providing individuals from departments to work onsite to aide and assist victims. The Sheriff's office, the District Attorney's office, Community Services Agency, Child Protective Services, and Behavioral Health and Recovery Services have all been exemplary in their support and dedication to enhance programming at the SFJC. In addition to providing guidance, the Chief Executive Office is responsible for the grant administration and has been diligent in the grant requirements to ensure timely processing of the Federally funded Arrest Program.

If this grant is approved by the Department of Justice, Office on Violence Against Women, funding from the FY 2013 Arrest Program would provide partial funding for Stanislaus Family Justice Center (SFJC) staff, one Investigator for the District Attorney's Office, one Haven FJC Coordinator, and one Haven Advocate for Haven Women's Center for a thirty-six month period. Notification of award will be announced in September, 2013.

POLICY ISSUES:

The existence and sustainability of the Stanislaus Family Justice Center fulfills the Board of Supervisors priorities of A Safe Community, Effective Partnerships and Efficient Delivery of Public Services by supporting comprehensive victim services and support centers in Stanislaus County.

STAFFING IMPACT:

Existing Chief Executive Office staff will administer the FY 2013 Arrest Program grant funds working with the Stanislaus Family Justice Center and the District Attorney's Office.

CONTACT:

Stan Risen, Assistant Executive Officer. Telephone (209) 525-6333.

OVW Fiscal Year 2013
Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program
Description of Grant Objective

Continuation funding from the *OVW FY 2013 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program* will enable the Stanislaus Family Justice Center to maintain, expand, and enhance co-located service delivery by a multi-disciplinary team of partners to victims of domestic violence, dating violence, sexual assault and stalking.

The primary goal of the proposed project is *provide centralized and comprehensive services to victims of domestic violence, dating violence, sexual assault and/or stalking in Stanislaus County by establishing and maintaining cooperative efforts between the partner agencies in a multi-disciplinary team approach in order to improve safety, access to services, and confidentiality for victims and their families.* The secondary goal is to *strengthen legal advocacy services for victims of domestic violence, dating violence, sexual assault, and/or stalking in Stanislaus County, including strengthening assistance to such victims in immigration matters.*

The lead agency for the project is County of Stanislaus, and project partners are Stanislaus Family Justice Center Foundation, Haven Women's Center of Stanislaus, Stanislaus County District Attorney's Office, Stanislaus County Sheriff's Department, Modesto Police Department, Children's Crisis Center, and Stanislaus County Community Services Agency.

Major services that are provided to adult victims at the Stanislaus Family Justice Center include advocacy, basic needs, counseling, crisis intervention, housing and shelter assistance, law enforcement, prosecution, legal assistance, life skills, chaplaincy, and translation services. This combination of victim assistance, support and strengthening works to decrease the rate of abuse in Stanislaus County.

Our \$650,000 request for funding will partially support 8 positions co-located at the Stanislaus Family Justice Center from October 1, 2013 – September 30, 2016: **Executive Director**, a bi-lingual English/Spanish **Executive Assistant**, a bi-lingual English/Spanish **Receptionist**, a bi-lingual English/Spanish **Navigator**, and **Director of Community Partnerships** employed by the Stanislaus Family Justice Center; a bi-lingual English/Spanish **Haven FJC Coordinator** and a bi-lingual English/Spanish **Haven Case Manager/Advocate** employed by Haven Women's Center and located at the Stanislaus Family Justice Center; and **Criminal Investigator** employed by the Stanislaus County District Attorney and located at the Stanislaus Family Justice Center. Arrest Program funds will also be used for the following 3 independent contractor (1099) positions: **Attorney**, **Bookkeeper**, and **Grant Management Consultant**.

Our proposed service area is Stanislaus County, California, including all towns and rural hamlets. The target population served by this grant will be adult victims of sexual assault, domestic violence, dating violence, or stalking in Stanislaus County, California. We will not use grant funds to provide direct services to children, including children who are witnesses or victims of violence. Services that are an ancillary part of providing services to the child's parent who is a victim (such as providing child care services while the victim receives services) will be provided in-kind. Immigrant, undocumented and/or Spanish-speaking Latina victims of these crimes are traditionally underserved in the county, but have the greatest need for services.



JOHN CHIANG
California State Controller

DATE	10/2/13			
	INITIAL	DATE	INFO	FILE
AUDITOR	HL		✓	
ASSISTANT				
CH. DEPUTY				
SECRETARY				
John			✓	

NEGOTIATION AGREEMENT
COUNTYWIDE COST ALLOCATION PLAN

County of Stanislaus
Modesto, California

Date: September 26, 2013
Filing Ref: STA14

Pursuant to federal Office of Management and Budget (OMB) Circular A-87, the State Controller's Office formally approves the Countywide Cost Allocation Plan as described in Section I for use in the 2013-14 fiscal year. This approval is subject to the conditions contained in Section III.

Departmental indirect cost proposals should clearly identify those costs that have been distributed through Sections I and II of this agreement in accordance with the guidelines of the responsible grantor agency for that department. Further, data processing systems may be subject to grantor agency approval prior to the reimbursement of certain costs allocated, billed, or cost applied from the Data Processing Department.

SECTION I: COSTS DISTRIBUTED THROUGH COUNTYWIDE COST ALLOCATIONS

The indirect overhead and support service costs listed in Schedule A (attached) are formally approved as actual costs for the 2011-12 fiscal year and as estimated costs for the 2013-14 fiscal year on a "fixed with carry-forward" basis. These costs may be included as part of the costs of the county departments indicated effective July 1, 2013, for further allocation to federal grants and contracts performed by the respective county departments.

**SECTION II: COSTS DISTRIBUTED THROUGH BILLING OR COST
TRANSFER MECHANISMS**

- | | |
|--|--|
| 1. Employee Fringe Benefits | 13. Workers' Compensation Ins. (ISF) |
| 2. Use Allowance – Buildings | 14. Medical Insurance (ISF) |
| 3. Board of Supervisors - Annual Audit | 15. Other Employment Benefits (ISF) |
| 4. Chief Executive Office | 16. Dental Insurance (ISF) |
| 5. Auditor-Controller | 17. Vision Care Insurance (ISF) |
| 6. Purchasing Agent | 18. Professional Liability Insurance (ISF) |
| 7. Revenue Recovery (Collections) | 19. Central Services (ISF) |
| 8. County Counsel | 20. Fleet Services (ISF) |
| 9. Risk Management | 21. Technology & Communications (ISF) |
| 10. Parks Recreations – Grounds Maint. | 22. Morgan Shop Garage (ISF) |
| 11. General Liability Insurance (ISF) | 23. Facilities Maintenance (ISF) |
| 12. Unemployment Insurance (ISF) | |

In addition to Section I, which provides for services furnished but not billed, the services listed above are furnished and billed to state/local departments and agencies.

Direct charges from the above centers should be billed or cost applied in accordance with the procedures established by the county as described in its Countywide Cost Allocation Plan and may be included as part of the costs of the county departments indicated in Section I.

SECTION III: CONDITIONS

A. LIMITATIONS: Use of the amounts contained in this Negotiation Agreement are subject to any statutory or administrative limitations and, when ultimately allocated to individual grants or contracts through the indirect cost proposals of each county department, are applicable only to the extent that funds are available. Acceptance of the amounts agreed to herein is predicated on the conditions: (1) that no costs other than those incurred by the county were included for distribution in its Countywide Cost Allocation Plan as finally accepted, and that such costs are legal obligations of the county and allowable under the governing cost principles, (2) that similar types of costs have been accorded consistent accounting treatment, and (3) that the information provided by the county that was used as the basis for acceptance of the amounts agreed to herein is not subsequently found to be materially incomplete or inaccurate.

B. CHANGES: Fixed amounts contained in this Negotiation Agreement are based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Significant changes in the organizational structure or changes in the method of accounting for costs that materially affect the amount of reimbursement resulting from use of the amounts in this Negotiation Agreement will require prior approval of the authorized representative of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowances.

C. **FIXED AMOUNTS:** The fixed amounts contained in Section I of this agreement are based on an estimate of the costs that will be incurred during the period to which the amounts apply. When the actual costs for this period are determined, any differences between the fixed costs used as an estimate and the actual costs will be considered in a subsequent agreement.

D. **BILLED COSTS:** Charges for the services cited in Section II will be billed or cost applied in accordance with the procedures established by the county and recorded on the books of the cost center providing the service. Such charges will be based on the actual allowable costs, as defined by OMB Circular A-87, incurred by the cost center responsible for providing the service. Any differences between the billed allowable costs and the actual allowable costs for a particular accounting period will be considered in a subsequent agreement.

E. **NOTIFICATION TO STATE AND FEDERAL AGENCIES:** Copies of this document will be provided to other state and federal agencies as a means of notifying them of this approval.

F. **SPECIAL REMARKS:** The adjustment of \$51,252 in Schedule A must be included when calculating carry-forward in the FY 2015-16 Estimated Cost Allocation Plan.

SECTION IV: ACCEPTANCE

COUNTY OF STANISLAUS

JOHN CHIANG
CALIFORNIA STATE CONTROLLER

BY Lauren Klein

BY Linda Yamamoto

Lauren Klein
Name
Auditor-Controller

for
Linda Yamamoto, Bureau Chief
Local Government Policy and Reporting
Division of Accounting and Reporting

Title
10-03-2013

10/4/13

Date

Date

Negotiated by Kwaku Bannerman
Telephone (916) 322-8337

cc: State and Federal Agencies

Attachment

If you have questions please contact the Grants.gov Contact Center: support@grants.gov
1-800-518-4726 24 hours a day, 7 days a week. Closed on federal holidays.

The following application tracking information was generated by the system:

Grants.gov Tracking Number: GRANT11361794
Applicant DUNS: 07-313-6772
Submitter's Name: Sandra Regalo
CFDA Number: 16.590
CFDA Description: Grants to Encourage Arrest Policies and Enforcement of I
Funding Opportunity Number: OVW-2013-3397
Funding Opportunity Description: OVW FY 2013 Grants to Encourage Arrest Policies and F
Agency Name: Office on Violence Against Women
Application Name of this Submission: County of Stanislaus
Date/Time of Receipt: 2013.03.25 5:30 PM, EDT

TRACK MY APPLICATION – To check the status of this application, please click the link below:
https://apply07.grants.gov/apply/checkSingleApplStatus.faces?tracking_num=GRANT11361794

It is suggested you Save and/or Print this response for your records.

Budget Detail Worksheet

Grant Period: Oct. 1, 2013 - Sept. 30, 2016

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

PERSONNEL - List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
Stanislaus County District Attorney's Office: 0.33 FTE Criminal Investigator assigned to the Stanislaus Family Justice Center	\$35.05 x 2060 hours	\$ 72,203
SUB-TOTAL		\$ 72,203

The position will be co-located full-time at the Stanislaus Family Justice Center, with 33% funding from this grant and the remainder from other sources. The position carries full peace officer status, and works under direction of the District Attorney. The position is a technical investigative assignment which assists in trial preparation, and locating and obtaining statements from subjects involved in domestic violence, dating violence, sexual assault, and stalking matters submitted to the District Attorney's office. A considerable amount of field-work will be involved. Participates as a member of the Multi-Disciplinary Team.

B. Fringe Benefits - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workers' Compensation, and Unemployment Compensation.

Name/Position	Computation	Cost
Stanislaus County District Attorney's Office: 0.33 FTE Criminal Investigator assigned to the Stanislaus Family Justice Center	FICA/Medicare 6.91% = \$4,989 Health/Dental/Life (36 mo @ \$998.22/mo * .33) = \$11,859 Retirement (51.2%) = \$36,968	\$ 53,816
SUB-TOTAL		\$ 53,816

The Stanislaus County District Attorney's Office is requesting fringe for the position in the percentages outlined above.

TOTAL Personnel & Fringe Benefits \$ 126,019

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff to training,

Purpose of Travel	Location	Item	Computation	Cost
OVW Training and Technical Assistance	TBA	Required by OVW	For staff to attend technical assistance training \$1,890 airfare \$250 car rental, \$2,000 hotel \$640 meals \$220 mileage to/from airport	\$ 5,000
TOTAL Travel				\$ 5,000

Required \$5,000 in OVW mandated training costs and technical assistance for continuation grantees has been allocated to cover the cost of travel for staff of Stanislaus County in accordance with program guidelines. The sites for the trainings are unknown at this time. Estimates are based upon previous costs associated with travel to/from Washington, DC and California, where the OVW trainings have historically taken place.

G. Consultants/Contracts - Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contract. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item		Cost
Stanislaus Family Justice Center Foundation: <i>Remainder of staffing costs covered by other funding sources.</i>		
0.33 FTE Executive Director	\$39.61 x 2060 hours	\$ 81,597
0.33 FTE Executive Assistant (bilingual)	\$16.42 x 2060 hours	\$ 33,825
0.33 FTE Receptionist (bilingual)	\$12.88 x 2060 hours	\$ 26,533
0.33 FTE Navigator (bilingual)	\$13.91 x 2060 hours	\$ 28,655
0.10 FTE Attorney	\$55.00 x 624 hours	\$ 34,320
0.17 FTE Director of Community Partnerships	\$23 x 1060 hours	\$ 24,380

Executive Director: Position is responsible for the operation of the Stanislaus Family Justice Center and duties include: Administration and Human Resource Management, Agency-wide program/service development and delivery, Community Outreach (regarding specific services offered through the Arrest Program Grant), Financial Management and Legal Compliance, and Board of Directors relations. Assumes all responsibility for the development and implementation of the FY 2013 Arrest Program grant, including fiscal controls and semi-annual reporting to OVW. Will participate in all OVW sponsored training and technical assistance. Participate as a members of the Program and Planning

Executive Assistant: Position is located at the Stanislaus Family Justice Center and responsibilities include: types reports, correspondence and standardized forms; reviews work processes and makes necessary improvements; composes routine correspondence; attends and take notes at meetings; maintains sensitive files by making entries, checking information for propriety and compiling summaries; answers phones and takes messages, opens and routes mail, takes inventory, and maintains summaries.

Receptionist: Position is located at the Stanislaus Family Justice Center and responsibilities include: check-in and initial brief screening of victims, answers the telephone, routes calls, takes messages, meets and assists the public; deal with the public in a tactful and courteous manner; use a computer keyboard proficiently; accurately perform a wide variety of keyboarding and general clerical duties of average difficulty; data collection, entry and information retrieval; follow oral and written instructions.

Navigator: Position is located at the Stanislaus Family Justice Center and responsibilities include: process a client through the Family Justice Center; complete a New Client Intake Form partnering with the client and/or their family; ensure all necessary Intake information is complete; interview client to gain a full understanding of the client's situation; initial safety plan; evaluate the services needed which are provided at the Family Justice Center as well as other community agencies; explain the partner services within the Family Justice Center to the client; refer client to services not found within the Family Justice Center; and enter all client data into Intake system. Participate as a member of the Multi-

Attorney: Position is located at the Stanislaus Family Justice Center and responsibilities include: Provide legal assistance to victims of sexual assault, domestic violence, dating violence, and stalking only in the limited context of protection order proceedings. Will also provide legal advocacy services (immigration matters, child custody, child visitation) and refer victims to either pro-bono or low-bono attorneys who can represent the victim if requested and required.

Director of Community Partnerships: Position is located at the Stanislaus Family Justice Center and responsibilities include: Direct the volunteer program; recruit, screen, train and supervise volunteers. The Volunteer Program will enable volunteers to have proper training and support they need to assist those affected by domestic violence, dating violence, sexual assault and stalking by providing a safe and comfortable atmosphere for the client/victim. The position also supervises the VOICES of Stanislaus County (VSC) support group that is survivor led and survivor focused. There are currently 25 survivors meeting on a regular basis, and one of their major projects is developing the "Court Watch" program for victims.

Fringe Benefits

<i>Executive Director Fringe</i>	FICA/Medicare 7.65% SDI 1.1% Work Comp 2% Med/Life/Dental = \$4,220	\$ 12,992
<i>Executive Assistant Fringe</i>	FICA/Medicare 7.65% SDI 1.1% Work Comp 2% Med/Life/Dental = \$4,220	\$ 7,856
<i>Receptionist Fringe</i>	FICA/Medicare 7.65% SDI 1.1% Work Comp 2% Med/Life/Dental = \$2,774	\$ 5,626
<i>Navigator Fringe</i>	FICA/Medicare 7.65% SDI 1.1% Work Comp 2% Med/Life/Dental = \$4,220	\$ 7,300
<i>Attorney Fringe</i>	FICA/Medicare 7.65% SDI 1.1% Work Comp 2%	\$ 3,689
<i>Director of Community Partnerships Fringe</i>	FICA/Medicare 7.65% SDI 1.1% Work Comp 2%	\$ 2,621

The Stanislaus Family Justice Center is requesting fringe for the position in the percentages outlined above.

Stanislaus Family Justice Center Foundation (cont'd)

Bookkeeper (1099)	6.5 hours/week for co-located Bookkeeper for 36 months (1099 contractor). (\$20/hr x 6.5 hours/wk x 156 weeks)	\$20,280
Grant Management Consultant (1099)	75% of the cost of a Grant Management Consultant (1099 contractor) to prepare budget, semi-annual reports, and invoicing support for this grant. (70 hrs @ \$100/hr) x 75%)	\$5,250
Facility Rental	75% of the total cost of facility rent for 3.224 months @ \$13,440/month (75% x \$13,440 x 3.224 months) <i>This amount cannot be spent and represents the special condition prohibiting the drawdown of 5% of the AP grant (no HIV Certification in State of California)</i>	\$32,500
Subtotal Stanislaus Family Justice Center		\$ 327,424

Bookkeeper (1099 Contractor with the SFJC): Cost for an on-site Bookkeeper to perform financial duties as assigned in her contract relative to this grant. Duties include AP/AR, monthly financial statements, general ledger, account reconciliation, invoicing and budgeting.

Grant Management Consultant (1099 Contractor with the SFJC): Cost for a Grant Manager to perform grant management duties associated with this OVW grant during the grant period. Cost represents 75% of the total cost to prepare and revise the project budget, data collection, semi-annual reports, act as the liaison between the Stanislaus Family Justice Center and all project partners (Haven, DA's office, and CEO's office), and invoicing support for this grant. ***The remaining 25% of the cost is paid for through funding from Stanislaus County Community Services Agency, even though 100% of the time billed (70 hours) is spent directly managing the AP grant***

Facility Rental: Monthly rent for the Stanislaus Family Justice Center building owned by Khatri Brothers, Inc. The remaining 25% of the cost is paid for through funding from Stanislaus County Community Services Agency

**** NOTE: 5% of the total grant fund allocated to this line item represents the portion of the grant funds that we cannot spend because the State of California does not comply with the HIV testing certification.***

Havens Women's Center for staff co-located at the Family Justice Center		
0.70 FTE Haven FJC Coordinator (bilingual)	\$18 x 4368 hours	\$ 78,624
0.90 FTE Haven Case Manager/Advocate (bilingual)	\$13 x 5616 hours	\$ 73,008

Haven FJC Coordinator: Position is employed by Haven and co-located at the Stanislaus Family Justice Center and responsibilities include: oversight and coordination of all services to victims including respond to request for "walk-in" crisis intervention at the FJC, respond to request for crisis intervention from medical facilities or law enforcement, develop and implement risk/danger assessments, educate client regarding the cycle of violence and effects of sexual and/or domestic violence on children and self, provides intensive monthly DV/SA training to all SFJC partner staff (included in salary compensation), supervision of the Haven Case Manager/Advocate. Participates as a member of the Multi-Disciplinary Team.

Haven Case Manager/Advocate: Position is employed by Haven and co-located at the Stanislaus Family Justice Center for and responsibilities include: assess clients abuse history and create a personal safety action plan for client and children, provide case management and follow-up services, provide individual peer counseling, which includes but not limited to: live skills; coping skills; empowerment and self-esteem; parenting issues; and referrals to local resources, advocate for clients and if necessary act as a liaison with other community agencies, provide court/law enforcement/MDIC medical advocacy, support, and accompaniment. Participates as a member of the Multi-Disciplinary Team.

Fringe Benefits

<i>Haven FJC Coordinator Fringe</i>	<i>FICA/Medicare 7.65%</i> <i>SUI 2.6%</i> <i>Workers Comp 2.7%</i> <i>Health Care 6.05%</i>	\$ 14,939
<i>Haven Case Manager/Advocate Fringe</i>	<i>FICA/Medicare 7.65%</i> <i>SUI 2.6%</i> <i>Workers Comp 2.7%</i> <i>Health Care 6.05%</i>	\$ 13,872
<i>Subtotal Haven Women's Center</i>		\$ 180,442

Haven Women's Center is requesting fringe for the position in the percentages outlined above.

TOTAL Consultants/Contracts		\$ 507,866
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I. Indirect Costs

Indirect Costs, County of Stanislaus (1.8%)	1.8% of Grant Award <i>(calculated by subtracting out 5% of the total AP grant request because of the special condition prohibiting the drawdown of those funds (no HIV Certification) and then multiply the</i>	\$ 11,115
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Subtotal Indirect Costs **\$ 11,115**

Indirect Costs: Calculated by taking \$650,000 x 95% (which represents the amount of the grant that we can drawdown because of the special condition prohibiting the drawdown of 5% of awarded funds no HIV Certification) and then multiply the remainder by 1.8%. See the attached signed letter from John Chiang, California State Controller, "Negotiation Agreement Countywide Cost Allocation Plan."

TOTAL FY 2013 Arrest Program \$ 650,000

Budget Summary- When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

Budget Category	Amount
A. Personnel	<u>\$ 72,203</u>
B. Fringe Benefits	<u>\$ 53,816</u>
C. Travel	<u>\$ 5,000</u>
D. Equipment	<u>N/A</u>
E. Supplies	<u>N/A</u>
F. Construction	<u>N/A</u>
G. Consultants/Contracts	<u>\$ 507,866</u>
H. Other	<u>N/A</u>
Total Direct Costs	<u>\$ 638,885</u>
I. Indirect Costs	<u>\$ 11,115</u>
TOTAL PROJECT COSTS	<u>\$ 650,000</u>
Federal Request	<u>\$ 650,000</u>
Non-Federal Amount	<u>\$ -</u>