



March 19, 2021

Christopher Nesmith, Lieutenant
Huntington Beach, City of
2000 Main Street
Huntington Beach, CA 92648-2702

Subject: NOTIFICATION OF APPLICATION APPROVAL
Law Enforcement Specialized Units Program
Subaward #: LE20 04 6860, Cal OES ID: 059-36000

Dear Lt. Nesmith:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$203,143, 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

DM
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(Cal OES Use Only)

Cal OES #	059-36000-04	FIPS #	059-36000	VS#		Subaward #	LE2004 (840)
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

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

- 1. Subrecipient: City of Huntington Beach 1a. DUNS#: 078143948
- 2. Implementing Agency: Huntington Beach Police Department 2a. DUNS#: 078143948
- 3. Implementing Agency Address: 2000 Main Street Huntington Beach 92648-2702
(Street) (City) (Zip+4)
- 4. Location of Project: Huntington Beach Orange 92648-2702
(City) (County) (Zip+4)
- 5. Disaster/Program Title: Low Enforcement Specialized Units Program **6 Performance** 10/2020 **Period:** 10/2020 **to** 12/31/2021
(Start Date) (End Date)
- 7. Indirect Cost Rate: N/A **Federally Approved ICR (if applicable):** _____ %

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	2020	STOP		\$203,143		\$67,714		\$67,714	\$270,857
9	Select	Select							
10	Select	Select							
11	Select	Select							
12	Select	Select							
Total	Project	Cost		\$203,143	\$203,143	\$67,714		\$67,714	\$270,857

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 pulling 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: Kelly Rodriguez Title: Acting Chief of Police

Payment Mailing Address: 2000 Main Street City: Huntington Beach Zip Code+4: 92648-2702

Signature: Kelly Rodriguez Date: 10, 2 2020 tLJ

16. Federal Employer ID Number: 956000723

---:(FOR CAL OES USE ONLY):---

I hereby certify on my personal knowledge that budgeted funds are available for the period of signature of this expenditure stated above.

<u>Mary Rucker</u> (Cal OES Fiscal Officer)	<u>1/11/2021</u> (Date)	<u>Heather Carlson</u> (Cal OES Director or Designee)	<u>1/11/2021</u> (Date)
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ENY: 2020-21 Chapter: 6 SL: 18410
 Item: 0690-102-0890 Pgm: 0385
 FAIN#: 2020-WF-AX-0044 07/01/20-06/30/22
 Fund: Federal Trust AL#: 16.588
 Program: Low Enforcement Specialized Units Program
 Match Req.: 25%, C/I/K based on TPC
 Project ID: OES20STOP000012
 SC: 2020-18410 Amount: \$ 203,143

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**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 • (916) 845-8511 fax

2. Federal Awarding Agency Section:

Fund Year	Federal Program Fund / CFDA #	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2020	Violence Against Women Act (VAWA) / 16.588	Office of Violence Against Women	\$14,959,030	\$13,463,127
Choose an item.	Choose an item.	Choose an item.	\$	\$

3. Project Description Section:

- Project Acronym (Please choose from drop down):
Law Enforcement Specialized Units Program (LE)
- Project Description:
Providing funding that will assist law enforcement agencies in California to enhance or create specialized units to provide a coordinated response to victims of domestic violence and their children.

4. Research & Development Section:

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

PROJECT CONTACT INFORMATION

Subrecipient: City of Huntington Beach Subaward #: LE20 04 6860

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: Christopher Nesmith Title: Lieutenant
Telephone #: 714-536-5918 Email Address: cnesmith@hbpd.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach, CA 92648-2702
2. The **Financial Officer** for the project:
Name: Kathy Baldwin Title: Accounting Technician II
Telephone #: 714-536-5935 Email Address: kbaldwin@hbpd.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach, CA 92648-2702
3. The **person** having **Routine Programmatic** responsibility for the project:
Name: Jana Harden Title: Victim Advocate
Telephone #: 714-536-5957 Email Address: jharden@hbpd.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach, CA 92648-2702
4. The **person** having **Routine Fiscal** responsibility for the project:
Name: Kathy Baldwin Title: Accounting Technician II
Telephone #: 714-536-5935 Email Address: kbaldwin@hbpd.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach, CA 92648-2702
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: Kelly Rodriguez Title: Acting Chief of Police
Telephone #: 714-536-5905 Email Address: krodriguez@hbpd.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach, CA 92648-2702
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: Kelly Rodriguez Title: Acting Chief of Police
Telephone #: 714-536-5905 Email Address: krodriguez@hbpd.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach, CA 92648-2702
7. The **Chair** of the **Governing Body** of the Subrecipient:
Name: Lyn Semeta Title: Mayor
Telephone #: 714-536-5553 Email Address: lyn.semeta@surfcity-hb.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach, CA 92648-2702

SIGNATURE AUTHORIZATION

Subaward #: LE20 04 6860

Subrecipient: City of Huntington Beach

Implementing Agency: Huntington Beach Police Department

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

***Project Director:** Christopher Nesmith

Signature: 

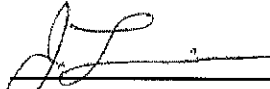
Date: 10-21-20


***Financial Officer:** Kathy Baldwin

Signature: 

Date: 10-21-20

The following persons are authorized to sign for the **Project Director**


Signature
Detective Jayson Lewis


Printed Name
Signature
Sergeant Juan Munoz

Printed Name

Signature

Printed Name


Signature

Printed Name

Signature

Printed Name

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


Signature
Captain John Haught

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Services*Training*Officers*Prosecutors (STOP) Formula Grant Program as authorized by the
Violence Against Women Act (VAWA)

I, Kelly Rodriguez hereby certify that
(official authorized to sign; same person as Section 15 on Grant Subaward Face Sheet)

Subrecipient: City of Huntington Beach

Implementing Agency: Huntington Beach Police Department

Project Title: Law Enforcement Specialized Units Program

is responsible for reviewing the *Subrecipient Handbook* 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

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the *Subrecipient Handbook* for more detail.

The above named Subrecipient receives \$750,000 or more in federal grant funds annually.

The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)

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 (requesting 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. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Travis Hopkins

Title: Assistant City Manager

Address: 2000 Main Street Huntington Beach, CA 92648

Phone: 714-536-5236

Email: thopkins@surfcity-hb.org

III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

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

IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)

The California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000 et seq.) requires all Cal OES-funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (Subrecipient Handbook Section 2154)

Cal OES grant funds, grant property, or grant-funded positions shall not be used for any lobbying activities, including, but 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 – (Subrecipient Handbook Section 2155)

(This applies to federally-funded grants only.)

Cal OES-funded projects must certify that it and its principals are not 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 of agency.

VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)

The above-named organization (Applicant) accepts responsibility for and must comply with the requirement to obtain a signed resolution from the City Council/Governing Board in support of this Program. The Applicant must provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. 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 grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the City Council/Governing Board.

The Applicant is required to obtain written authorization from the City Council/Governing Board that the official executing this Grant Subaward is, in fact, authorized to do so. The Applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

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. Special Condition for Grant Subaward with Services*Training*Officers*Prosecutors (STOP) Formula Grant Program Funds

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 the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The Subrecipient also agrees that all financial records pertinent to this award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.333, 200.336.

2. Compliance with DOJ Grants Financial Guide

The Subrecipient must comply with the Department of Justice Grants Financial Guide as posted on the OVW website.

3. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OVW 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 or individuals defined (for purposes of this condition) as "employees" of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Prohibited conduct by Subrecipients related to trafficking in persons (including reporting

requirements and OVW authority to terminate award)), and are incorporated by reference here.

4. 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 on the OVW website at <https://www.justice.gov/ovw/conference-planning>.

5. 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 award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

6. Reporting Potential Fraud, Waste, Abuse, and Similar Misconduct

The Subrecipients must promptly refer to the 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) 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 (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

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

7. Compliance with General Appropriations-Law Restrictions on the Use of Federal Funds for this Fiscal Year

The Subrecipient must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.justice.gov/ovw/award-conditions>. (Award Condition: General appropriations-law restrictions on use of federal award funds), 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 OVW for guidance, and may not proceed without the express prior written approval of OVW.

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

No Subrecipient, 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:

- o 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
- o 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:

- o 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
- o 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. Additional DOJ Awarding Agency Requirements

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.

11. OVW Training Guiding Principles

The Subrecipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Subrecipients, available at

<https://www.justice.gov/ovw/grantees>.

12. Statutory Requirements

The Subrecipient must comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C 3711 et seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, and OVW's Implementing regulations at 28 CFR Part 90.

13. Misuse of Award Funds

The Subrecipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

The Subrecipients understands and agrees that grant funds may be used only for the purposes in the Subrecipient's approved application.

14. Consultant Compensation Rates

The Subrecipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, Subrecipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, Subrecipients are required to maintain documentation to support all daily or hourly consultant rates.

15. Publications disclaimer for STOP Formula Subrecipients

The Subrecipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from Subaward activities shall contain the following statement: "This project was supported by Subgrant No. LE20 04 6860 awarded by the state administering office for the Office on Violence Against Women, U.S. Department of Justice's STOP Formula Grant Program. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the state or the U.S. Department of Justice."

16. Activities that compromise victim safety and recovery or undermine offender accountability

The Subrecipient agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: ~~procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the solicitation under which the approved application was submitted.~~

17. Copyrighted Works

Pursuant to 2 C.F.R. 200.315(b), the Subrecipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a Subrecipient of this award, for federal purposes, and to authorize others to do so.

It is the responsibility of the Subrecipient (and of each contractor, or subcontractor as applicable) to ensure that this condition is included in any Subaward, contract, or subcontract under this award.

18. 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 (as defined in OMB M-17-12) if it -- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.79) within the scope of an OVW grant-funded program or activity, or 2) uses or operates a Federal information system (as defined in OMB Circular A-130). The Subrecipient's

breach procedures must include a requirement to report actual or imminent breach of PII to an OVW Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

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

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 DOJ. The details of the Subrecipient's obligations under this condition are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Unreasonable restrictions on competition under the award; association with federal government), and are incorporated by reference here.

20. Determinations of suitability to interact with participating minors

SCOPE. 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 (whether by the Subrecipient 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 OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

21. 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.

22. 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, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

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 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.

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. Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the Subrecipient, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. § 1913. The Subrecipient may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW 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 OVW for guidance, and may not proceed without the express prior written approval of OVW.

25. 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.

26. VAWA 2013 nondiscrimination condition

The Subrecipient acknowledges that 34 U.S.C. § 12291(b)(13) prohibits Subrecipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. The Subrecipient agrees that it will comply with this provision. The Subrecipient also agrees to ensure that any subaward or subcontractor will comply with this provision.

27. Non-supplantation

The Subrecipient agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

28. Confidentiality and information sharing

The Subrecipient agrees to comply with the provisions of 34 U.S.C. § 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The Subrecipient also agrees to ensure that all Subrecipients meet these requirements.

29. Requirements for Subrecipients providing legal assistance

The Subrecipient agrees that the legal assistance eligibility requirements, as set forth below, are a continuing obligation on the part of the Subrecipient. The legal assistance eligibility requirements are: (1) any person providing legal assistance through a program funded under this grant program (A) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population; or (B) (i) is partnered with an entity or person that has demonstrated expertise described in

subparagraph (A); and (ii) has completed or will complete training in connection with domestic violence, dating violence, stalking, or sexual assault and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide; (2) any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a state, local, territorial, or tribal domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate state, local, territorial, and tribal law enforcement officials; (3) any person or organization providing legal assistance through this grant program has informed and will continue to inform state, local, territorial, or tribal domestic violence, dating violence, stalking, or sexual assault programs and coalitions, as well as appropriate state and local law enforcement officials of their work; and (4) the Subrecipient's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, dating violence, domestic violence, or child sexual abuse is an issue. The Subrecipient also agrees to ensure that any subaward or contractor will comply with this condition.

30. 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 funds.

All appropriate documentation must be maintained on file by the project 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.

Authorized Official's Signature: Kelly Rodriguez 10-26-20

Authorized Official's Typed Name: Kelly Rodriguez

Authorized Official's Title: Acting Chief of Police

Date Executed: 10-26-20

Federal Employer ID #: 95-6000723 Federal DUNS #: 078143948

Current System for Award Management (SAM) Expiration Date: 8/18/21

Executed in the City/County of: Orange

AUTHORIZED BY: (not applicable to State agencies)

City Financial Officer County Financial Officer

City Manager County Manager

Governing Board Chair

Signature: Oliver Chi

Typed Name: Oliver Chi

Title: CITY MANAGER

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: City of Huntington Beach	Subaward #: LE20 04 6860 DM		
A. Personal Services – Salaries/Employee Benefits	STOP 2020 VAWA	STOP 2020 VAWA MATCH	COST
<p align="center">SALARIES:</p> <p>Full-time Violence Against Women Investigator 1 FTE @ 100%</p> <p>The full-time Investigator is assigned to cases involving domestic violence, sexual assault, stalking and restraining order violations. The investigators main responsibilities will include reviewing cases, conducting follow up investigating, identifying and arresting suspects and submitting cases to the district attorney's office.</p> <p>Annual Regular Wages $\\$48.04 \times 40 \times 52 = \\$99,923$ -</p> <p>Specialty Pays:</p> <p> Longevity $10\% \times \\$99,923 = \\$9,992$ -</p> <p> Holiday $5.7692\% \times \\$99,923 = \\$5,765$ -</p> <p> Advanced Post Cert $6\% \times \\$99,923 = \\$5,995$ -</p> <p> Education-BA $6\% \times \\$99,923 = \\$5,995$ -</p> <p> Total annual pay (before benefits) $\\$127,670$ -</p> <p> Only using \$67,714 as match</p> <p>Two (2) Part-time Violence Against Women Investigators</p> <p>1,500 hours a year to work cases involving domestic violence, sexual assault, stalking, and restraining order violations. Their main responsibilities will include reviewing cases, conducting follow up investigations, identifying and arresting suspects, and submitting cases to the district attorney's office.</p> <p>Hourly rate: \$45.13 Number of hours: 1500</p> <p>Benefits:</p> <p> 1.45% FICA = \$982 -</p> <p> Workers compensation .2% = \$135 -</p> <p> Total cost: \$68,812 -</p>			
Personal Section Totals	\$68,812 -	\$67,714 -	\$136,526 -
PERSONAL SECTION TOTAL			\$136,526

DM

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: City of Huntington Beach	Subaward #: LE20 04 6860		DM
B. Operating Expenses	2020 VAWA ^{STOP}	2020 VAWA MATCH ^{STOP}	COST
<p align="center">Contract for services with Waymakers Victim Assistance Program</p> <p>To provide one full-time, specifically trained, state certified Victim Advocate, Domestic Violence Counselor, Rape Crisis Counselor working 100% in the project providing services to victims of domestic violence, sexual assault, stalking and restraining order violations, providing outreach/ resource materials to first responders and victims, assisting with protocols for responding to victims, assisting with training for first responders and other department personnel, assisting with Cal OES RFA's and RFP's, progress reports, statistical documentation, and site visits.</p>	\$109,790		\$109,790
<p align="center">Contract for services with Interval House Crisis Shelter</p> <p>To provide one FTE state certified Domestic Violence Counselor to provide shelter based services to victims of domestic violence.</p>	\$24,541		\$24,541
<p>Operating Section Totals</p>	\$134,331	-	\$134,331
<p>OPERATING SECTION TOTAL</p>			\$134,331

DM

VSPS Budget Summary Report

LE20 Law Enforcement Specialized Units Program

Subaward #: LE20 04 6860

Huntington Beach, City of

Performance Period: 01/01/21 - 12/31/21

Law Enforcement Specialized Units Program

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	20STOP	68,812	0	68,812	0	68,812
L	20STOP	67,714	0	67,714	0	67,714
Total A. Personal Services - Salaries/Employee Benefits:		136,526	0	136,526	0	136,526

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	20STOP	134,331	0	134,331	0	134,331
L	20STOP	0	0	0	0	0
Total B. Operating Expenses:		134,331	0	134,331	0	134,331

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	20STOP	0	0	0	0	0
L	20STOP	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:	67,714	0	67,714	0	67,714
Total Funded:	203,143	0	203,143	0	203,143
Total Project Cost:	270,857	0	270,857	0	270,857

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

03/19/21

Budget Narrative

Describe how the project's proposed budget supports the objectives and activities.

The proposed budget for the **Huntington Beach Collaboration: Violence Against Women Project** supports the activities and objectives of the *Law Enforcement Specialized Units Program* by providing funds that directly support a certified Victim Advocate from Waymakers Victim Assistance Program, a FTE Domestic Violence Counselor from Interval House (local Cal OES-funded Domestic Violence Assistance Program), and three violence against women investigators, all who work together to support collaborative and victim-centered law enforcement strategies to assist victims of domestic violence and their children in Huntington Beach.

The budget funds one Waymakers Victim Advocate working 100% time on the Project. The budget supports one Cal OES-funded Domestic Violence Assistance Program FTE Domestic Violence Counselor position from Interval House. The budget utilizes a portion of the full-time investigator's salary as the required 25% matching funds, and the full-time investigator will be working 100% time on the Project. The budget funds two part-time investigators who will work 100% time on the Project.

The Victim Advocate from Waymakers Victim Assistance Program and violence against women investigators are assigned to domestic violence, sexual assault,

stalking, and restraining order violation cases. They will focus on thorough investigation techniques, training for law enforcement personnel, victim advocacy support and accompaniment during the investigation and prosecution stages, and the enhancement of protocols and practices for protective order violations. The Interval House Domestic Violence Counselor position assists victims of domestic violence by providing crisis intervention via a 24/7 hotline or in-person response if requested by HBPD, emotional support, social service assistance and priority shelter.

Discuss how funds are allocated to minimize administrative costs and support direct services.

Funds for the three HBPD violence against women investigators are entirely allocated to direct services. Funds designated for the Victim Advocate position from Waymakers Victim Assistance Program include a full-time certified Victim Advocate/Domestic Violence Counselor/Rape Crisis Counselor providing direct support services to victims of domestic violence, sexual assault, stalking, and restraining order violations, and per the RFA, a 10% de Minimus rate of the Modified Total Direct Costs (MTDC) base. Funds designated for Interval House are for one FTE Domestic Violence Counselor.

Describe how project-funded staff duties and time commitments support the proposed objectives and activities.

The three HBPD violence against women investigators (one full-time, two part-time) assigned to the Project investigate domestic violence, sexual assault,

stalking and restraining order violation cases. The Violence Against Women Investigators assigned to the Project have the following qualification and education requirements: They must have at least an intermediate POST certificate and specialized training beyond the academy level, related to domestic violence crimes. They must have a minimum of three years of California law enforcement experience. They must have knowledge of public safety laws and rules, proper search and seizure and arrest procedures. They must have the ability to apply public safety laws and rules to daily situation, analyze problems, and to rationally and calmly take effective action in emergency and stressful situations. They must possess the ability to contact and establish liaison with officers and agents involved with law enforcement in an effort to obtain and share information. They must display a high level of self-motivation and self-initiated activity in past assignments while requiring minimum supervision. They must be able to coordinate workload and possess good time management skills. They must possess and demonstrate good written communication skills. Their responsibilities include: review in-custody, non-custody and preliminary investigation reports within 48 hours of the arrest or report, write supplemental reports on cases requiring further investigation; gather evidence including additional victim statements, witness statements, the identities of all children in the home, review previous incidents of domestic violence and criminal history, research restraining order information from Orange County Superior Court's online restraining order database (WebDV) and the California Law Enforcement

Telecommunication System (CLETS); complete case follow-up and discovery requests from the District Attorney's Office; provide consultation, guidance, and ~~resources for patrol officers and HBPD personnel on effective domestic violence~~ intervention and response techniques; serve as a point of contact with the victim service providers for mechanisms of Interagency accountability; and work in close collaboration with the victim service partners.

The Project contracts with Waymakers for victim advocacy services to victims of domestic violence, sexual assault, stalking, and restraining order violations. The Victim Advocate from Waymakers is assigned full-time to the Project and work a 4/10 schedule, Monday-Thursday and is on-call 24/7 to respond to emergencies. The services provided by the Waymakers Victim Advocate at HBPD which support the Project's goals and objectives include: crisis intervention (in-person and crisis calls), emergency assistance to meet basic needs of food, utilities, transportation, and relocation, criminal justice system advocacy and support, accompaniment to law enforcement interviews and court, transportation assistance, resource and referral advocacy, civil legal advocacy/restraining order assistance, language translation services, assistance with California Victim Compensation Board Claims, and direct peer counseling and referrals. In addition, the Waymakers Victim Advocate at HBPD provides immediate in-person response to requests for advocacy by patrol and investigators on a 24-hour basis; provides consultation, resource materials and outreach materials to HBPD for the purpose of assisting officers and other relevant law enforcement

employees; assists with the development and/or revision of officer and advocate protocols for responding to victims of domestic violence, sexual assault and stalking; maintains statistical and historical documentation relevant to the fulfillment of the LE grant requirements; assists with the preparation of grant reports, participates and responds to funder site monitoring visits; assists with the training of officers on responding to victims of domestic violence, sexual assault and stalking; and serves as a point of contact with HBPD for developing and initiating mechanisms of interagency accountability. The Project contracts with Interval House (Cal OES funded Domestic Violence Assistance Program) for a full-time equivalent Domestic Violence Counselor. The Interval House Domestic Violence Counselor is available to respond to requests for advocacy by HBPD 24/7, provide consultation for resource and outreach materials for the purpose of assisting officers and other relevant law enforcement employees, assist with protocols for responding to victims of domestic violence, assist with training officers on responding to victims of domestic violence, serve as a point of contact with HBPD for developing and initiating mechanisms of interagency accountability, offer priority shelter for domestic violence victims and their children from Huntington Beach on a 24-hour basis, including but not limited to, a hotel when the shelters are full, provide crisis intervention through a 24/7 hotline, offer emotional support and social services assistance. The duties and time commitments of our Project staff clearly and consistently support our

Subrecipient: City of Huntington Beach Subaward #: LE20 04 6860

objectives and activities by being dedicated to providing coordinated community response to victims of violent crime and their children.

Discuss the necessity of any subcontracts and any unusual expenditures.

There are no subcontracts or unusual expenditures.

There are no anticipated mid-year salary range adjustments.

Project Narrative

Plan and Implementation

The **Huntington Beach Collaboration: Violence Against Women Project** meets the core program components and impacts the problem of domestic violence, sexual assault, stalking and restraining order violations through a coordinated effort between law enforcement and victim advocacy. This is accomplished with thorough investigation techniques, immediate victim advocacy, training for law enforcement, and the enhancement of protocols for protective order violations.

Plan to Meet Core Program Components

Victim Advocacy: HBPD contracts with Waymakers Victim Assistance Program for victim advocacy services to victims of domestic violence, sexual assault, stalking, and restraining order violations, and Interval House for shelter based services for victims of domestic violence and their children. The Waymakers Victim Advocate is housed at HBPD with the project Investigators. The full time FTE Interval House Domestic Violence Counselor is conveniently located nearby at the business office and confidential shelter location.

Training Component: The full-time investigator and victim service partners will provide one training event to HBPD personnel focusing on domestic violence, sexual assault, stalking, and restraining order violations. The training will include the dynamics of power and control, identifying the dominant aggressor, crime scene investigation, evidence collection, firearms, search and seizure laws, offender dynamics and manipulation tactics, first responder safety, effective

and thorough victim and suspect interview techniques, documenting and photographing victim's injuries, medical release and confidentiality, taping victim interviews/statements whenever possible, noting children on reports as being present and/or witnesses to the crime and notifying Child Protective Services, effective report writing techniques and legal requirements, writing detail-specific and comprehensive crime reports that can effectively be used in prosecution, court hearings, restraining order cases, child protection and custody hearings and conservatorships, types of protective orders and consistent and appropriate response to violations of protective orders, officer safety, victim assistance resources, contacting the Victim Advocate from Waymakers and Interval House Domestic Violence Counselor for emergency victim response, and Marsy's Law Victims' Rights.

Plan for Interagency Accountability:

At HBPD, interagency accountability is addressed at the unit, bureau, and division management levels. At the management level, HBPD Lieutenant Christopher Nesmith is the designated Project Director who oversees the day-to-day operations of the project. He is available to all Project partners to coordinate through phone, email and in-person meetings to discuss implementation of services and interagency accountability.

Plan for response to violations of protective orders for victim safety

We have protocols in place for advocacy to victims who report restraining order violations. The Victim Advocate from Waymakers proactively reaches out to

Subrecipient: City of Huntington Beach Subaward #: LE20 04 6860

victims to provide orientation to the criminal justice system, case status updates, accompaniment to law enforcement interviews, and safety planning.

~~The investigators key strategies are to focus on proactive investigation of~~
protective order violators with prior history of violence or court order violations.

The investigators and Victim Advocate from Waymakers offer training to the patrol division on types of restraining orders, applicable laws, and enforcement strategies.

Sustainability

A unique feature to the **Huntington Beach Collaboration: Violence Against Women Project** is that the victim service providers are non-profit entities which allows for the project to apply for government, public, private, and foundation grants to help sustain the project. Each Project partner has stable and secure histories of fund development and will continue to pursue the successful fundraising strategies to ensure the Project's future.

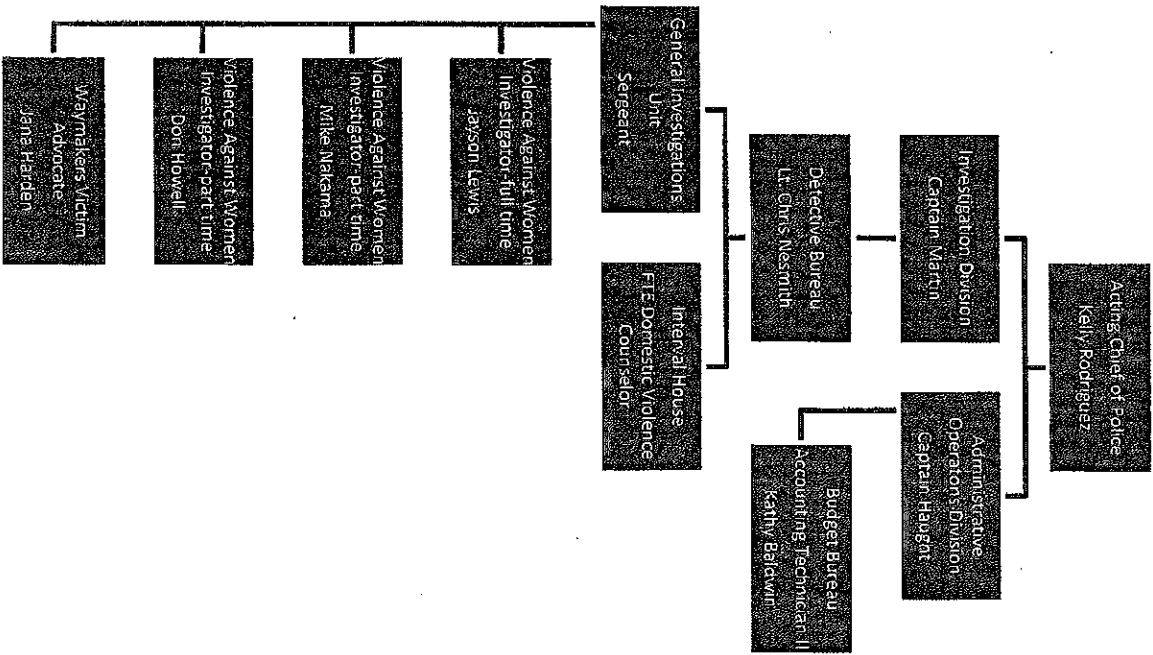
Operational Agreements (OA) Summary Form

List of Agencies/Organizations/Individuals
Date OA Signed
(xx/xx/xxxx)
Dates of OA
From: To:

1.	Orange County Rape Crisis Center	10/15/20	01/01/21	to	12/31/23
2.	Orange County Victim/Witness Program	10/15/20	01/01/21	to	12/31/23
3.	Orange County District Attorney's Office	10/16/20	01/01/21	to	12/31/23
4.	Interval House	10/15/20	01/01/21	to	12/31/23
5.				to	
6.				to	
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Use additional pages if necessary.

City of Huntington Beach
Huntington Beach Police Department
Huntington Beach Collaboration: Violence Against Women Project
Cal OES Law Enforcement Specialized Units Program
Table of Organization 2021 LE20046860



NON-COMPETITIVE BID REQUEST

City of Huntington Beach

LE20046860

SUBRECIPIENT NAME

GRANT SUBAWARD #

Complete this form, and provide required attachments, to request approval for a non-competitive bid procurement per Subrecipient Handbook (SRH) Section 3500. Approval is only required for contracts above \$10,000.

Contractor/Procurement:	Waymakers Victim Assistance Program
Total Contract/Procurement Amount:	\$ 109,790.00
Service Provided:	Victim advocacy

Contract Justification – Attach a narrative response addressing the following as required by the identified SRH Section:

- 3511 Explain conditions requiring a non-competitive/sole source contract.
- 3521.1 Provide a brief description of the product or service being procured.
- 3521.2 Explain the necessity to contract non-competitively and how the price for the contract was determined, including:
 - Expertise of the contractor;
 - Management capabilities to perform the tasks required;
 - Contractor's responsiveness to the need identified by the project;
 - Contractor's relevant knowledge and experience; and
 - Justification of the reasonable of the cost.
- 3521.3 Explain the uniqueness of the contract, including:
 - Patents, copyrights;
 - Facilities, investments; or
 - Continuation of an existing project.
- 3521.4 Explain any time constraints, including:
 - When contractual coverage is required and why;
 - Impact on project if dates are not met; and/or
 - Time required for another contractor to reach the same level for competence.


Cal OES Approval	
Yes	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
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<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Procurement Justification – Attach a narrative response addressing the following as required by the identified SRH Section:


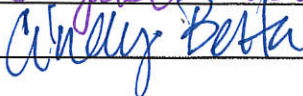
- 3522 Description of the product to be purchased;
- Necessity of purchase;
- How the price of the product was determined; and
- Other pertinent background data.

Cal OES Approval	
Yes	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Subrecipient Signature – Individual must be on the Signature Authorization Form (Cal OES 2-103)

I certify a non-competitive bid is necessary for the contract/procurement identified on this form.			
Typed Name:	Kelly Rodriguez	Title:	Acting Chief of Police
Signature:		Date:	10-26-20

Cal OES Approvals

Program Specialist:		Date:	10/30/20
Unit Chief:		Date:	11/23/20

**City of Huntington Beach
Huntington Beach Police Department
Law Enforcement Specialized Unites (LE) Program
LE20046860**

**NONCOMPETITIVE BID JUSTIFICATION FOR WAYMAKERS VICTIM ASSISTANCE
PROGRAM**

SECTION 3511

Explain conditions requiring a non-competitive/sole source contract.

The Orange County Board of Supervisors has designated Waymakers, a non-profit community based agency, to receive reimbursement for Victim Assistance Program services and specialized victim services. Waymakers is under contract to the County of Orange to provide victim and witness services as defined by Section 13835 of the California Penal Code. Waymakers Victim Advocates are trained, certified and supervised as required by Penal Code Section 13835.10. Designated by the Orange County Board of Supervisors, Waymakers Victim Assistance Programs is the sole source provider of crime victim and witness services.

SECTION 3521.1

Provide a brief description of the product or service being procured.

The Victim Advocate from Waymakers Victim Assistance Program provides direct services to victims of domestic violence, sexual assault, stalking, and restraining order violations.

SECTION 3521.2

Explain necessity to contract non-competitively.

Waymakers is the sole source provider in Orange County of trained and certified Victim Advocates. The Waymakers Victim Advocate assigned to this Project has 27 years of experience providing direct services to victims of domestic violence, sexual assault, stalking, and restraining order violations. The Waymakers Victim Advocate has been based at HBPD under VAWA STOP funding since 1998. She has completed the Entry- and Advanced-Level Victim Advocate training and NOVA Crisis Response

training, is trained, certified and supervised as required by PC 13835.10, and is certified as both a Rape Crisis Counselor per Evidence Code Section 1035.2 and Domestic Violence Counselor per Evidence Code Section 1037.1(a)(1). The Waymakers Victim Advocate is supervised by a Waymakers Program Director and coordinates the provision of victim services with the Project's Investigators and Project Director. Funds designated for the Victim Advocate position from Waymakers Victim Assistance Program include a full-time certified Victim Advocate/Domestic Violence Counselor/Rape Crisis Counselor working 100% time in the Project, providing direct support services to victims of domestic violence, sexual assault, stalking, and restraining order violations, and per the RFA, a 10% de Minimus rate of the Modified Total Direct Costs (MTDC) base. The cost is for direct service provision to victims of crime and their children.

SECTION 3521.3

Explain the uniqueness of the contract.

Waymakers is the sole agency that offers trained and certified Victim Advocates. The Waymakers Victim Advocate assigned to this project is a certified Victim Advocate, a Rape Crisis Counselor per Evidence Code Section 1035.2, and a Domestic Violence Counselor per Evidence Code Section 1037.1(a)(1). The Huntington Beach Police Department does not employ victim advocates and must contract for this service. The Waymakers Victim Advocate has been based at HBPD for 22 years.

SECTION 3521.4

Explain any time constraints.

The grant year is January 1, 2021-December 31, 2021. The impact on the project if dates are not met will be no direct service provision from a Waymakers Victim Advocate to victims and their children. There is no other provider of direct victim services from certified Victim Advocates. The Huntington Beach Police Department has a proven relationship with Waymakers for the past 48 years. Since 1998, HBPD has collaborated with Waymakers for specialized, certified victim advocacy services.

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.

Orange

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.

48*

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.

72, 74*

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.

34, 37*

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

199,223 US Census population estimate as of 7/1/19

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

Subrecipient <u>City of Huntington Beach</u>	Duns# <u>078143948</u>	FIPS# <u>060593600</u>
Disaster/Program Title: <u>Law Enforcement Specialized Units Program</u>		
Performance Period: <u>01/01/21</u> to <u>12/31/21</u>	Subaward Amount Requested: <u>\$270,857</u> 203,143 PM	
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		

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?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 5,000,000 <i>Federal</i>
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	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?	Sometimes
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?	Yes

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>ACP Kelly Rodriguez</i>	Date: <u>10-7-20</u>
Print Name and Title: <u>Kelly Rodriguez, Acting Chief of Police</u>	Phone Number: <u>714-536-5902</u>
Cal OES Staff Only: SUBAWARD # LE 2004 6860	

SUBGRANT APPLICATION CHECKLIST

10/29/20

Subrecipient Name: <u>City of Huntington Beach</u>	Mail Log#: <u>721174</u>
Subaward Number: <u>LE 20046860</u>	

Checklist Items	Yes	No	N/A	Comments
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1. Annual Plan

The Annual Plan is approved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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2. Required Status Verification

<p><u>Current System for Award Management (SAM) Verification (Federally-funded Projects Only)</u> The Subrecipient status is current (to date of signing into grant subaward). SAM report is printed and attached. https://sam.gov/SAM/pages/public/searchRecords/search.jsf</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>8/18/2021</u>
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<p><u>IRS Verification: (Community Based Organizations Only)</u> The Subrecipient/Implementing Agency name is consistent with Legal Name per the IRS or DBA (if submitted on the Std. 204). Printout of IRS verification is attached. https://apps.irs.gov/app/eos/</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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<p><u>Nonprofit Status Verification – CA Dept. of Justice (DOJ) (Community Based Organizations Only):</u> The Subrecipient/Implementing Agency is Current (or pending) with the DOJ's Registry of Charitable Trusts. Print out verifying current (or pending) status is attached. https://rct.doj.ca.gov/Verification/Web/Search.aspx?facility=Y</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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3. Grant Subaward Face Sheet (Cal OES 2-101)

The most current Grant Subaward Face Sheet is being used	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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The Grant Subaward # is exactly the same as on Annual Plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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The name of the Implementing Agency is exactly the same as the Implementing Agency on the Annual Plan. Colusa County = County of Colusa Colusa County ≠ Colusa District Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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SUBGRANT APPLICATION CHECKLIST

Checklist Items	Yes	No	N/A	Comments
The correct 9-digit Federal DUNS # is entered for both the Subrecipient and Implementing Agency and must be active.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Disaster/Program Title is exactly the same as on Annual Plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The performance period is exactly the same as on the Annual Plan. Dates must include Month, Date, and Year (i.e., 10/1/06).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Indirect Cost Rate must be indicated on the Subaward face sheet. If Federally Approved ICR is checked, copy of their ICR MUST be attached.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Each fund source and year has its own row.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The funding amounts are exactly the same as on the Annual Plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The match is identified and in the correct box(es) (cash and/or in-kind).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Column C Total is complete.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The information in Section 15 is complete.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Section 15 has the signature of the person authorized by the Governing Board to sign and accept the grant. ["Official Designee" on Project Contact Information form]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Supplemental Grant Subaward Information				
A Supplemental page MUST be filled out for every Federal fund the recipient is receiving starting with FY2015 and forward.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Special Condition				
A Special Condition, on colored paper, is included for any/all fund sources which require a Special Condition. [If multiple Special Conditions are required, they must be consolidated on one sheet.]	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8. Project Contact Information (Cal OES 2-102)				
The Subaward # is correct.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Contact Information Form is complete for the required contact persons including an email and address.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SUBGRANT APPLICATION CHECKLIST

Checklist Items	Yes	No	N/A	Comments
9. Signature Authorization Form (Cal OES 2-103)				
The Subaward # is correct.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
There are signatures for each authorized typed name.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The authorized Project Director and Financial Officer, as listed on the Project Contact Information form, signed this form.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Certification of Assurance of Compliance				
The correct form in its entirety must be submitted, for the type of funds that is used.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Federal Grant Funds – Indicate whether or not the Subrecipient agency receives \$750,000 or more in federal grant funds annually.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Information for the EEO Officer is complete.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The form contains the signature of the same person authorized by the Governing Board, and the same person that signed the Grant Subaward Face Sheet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ALL Federal Funds have the 9-digit Federal DUNS # included.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The CCR # entered for the Subrecipient agency is current (expiration date is consistent with the SAM verification printout), and matches the Subrecipient name.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The form contains the signature of the City/County Financial Officer, City Manager, or Governing Board. <i>[Same as #7 on Project Contact Information form-only for CBO's]</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. Budget Pages (Cal OES 2-106)				
The Subrecipient name and Subaward # are on the Budget Pages for each category.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Match is at the required level and included in the Budget as its own separate column.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The budget line items are allowable in accordance with the RFA/RFP, any/all applicable Federal guidelines, and the Subrecipient Handbook.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SUBGRANT APPLICATION CHECKLIST

Checklist Items	Yes	No	N/A	Comments
The Personal Services "benefits" are calculated by type of benefit, monthly charge, or percentage of salary.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If the Subrecipient is claiming ICR, then the budget pages must have a detailed description of the individual items that make up that rate.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Each line items in the Equipment category have a cost of \$5,000 or more.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
The line items calculate to the amounts in the Total cost column.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Each fund source column adds to the total amount on the bottom of each category.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The total amount row on the bottom of each category adds to the category total .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The total amounts for each column on each category add to the total for that fund source on the bottom of the equipment page.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Each category total on the bottom of the equipment page should add up to the individual fund source(s) on the face sheet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The total project cost on the bottom of equipment category should match the amount on the face sheet (total project cost, 12G).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. Budget Narrative (Cal OES 2-107)				
A Budget Narrative is included. If so, complete the following three rows.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Budget Narrative describes how the Subrecipient's budget and project funded staff duties supports the objectives and activities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Budget Narrative describes the duties of the staff, including qualifications and/or education.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Budget Narrative describes the necessity for contracts, unusual expenditures, and/or mid-year salary range adjustments.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. Project Summary (Cal OES 2-150)				
A completed Project Summary Form is included. <i>[If required by the RFA/RFP]</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SUBGRANT APPLICATION CHECKLIST

Checklist Items	Yes	No	N/A	Comments
14. Project Narrative (Cal OES 2-108)				
The Project Narrative explains the development of the program and how it has evolved (i.e., history, unique problems, etc.).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Problem Statement describes the elements required for plan development such as goals, objectives, activities, or timelines.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All Required attachments, per the RFA/RFP are included (e.g., goals and objective charts, job descriptions, etc.).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
VOCA-funded projects only: Project Narrative indicates utilization of at least one volunteer for the project.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
15. Subrecipient Grants Management Assessment Form				
Signed by the official authorized to enter into the Grant Subaward.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x2
16. Petty Cash Victim Fund Procedure (Cal OES 2-153)				
If applicable, the Petty Cash Victim Emergency Procedures form is included and listed on the Budget Pages.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The Subaward # is correct.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17. Operational Agreements				
If required, the Operational Agreement (OA) Summary Form (Cal OES 2-152) is current.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
OA Summary Form includes the required agencies per the RFA/RFP.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All OAs, required by the RFA/RFP, cover the entire performance period.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18. Organizational Chart				
The application contains a current Organizational Chart.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19. Project Service Area Information Form (Cal OES 2-154)				
Contains a Project Service Area Information form.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contains an Other Funding Sources form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SUBGRANT APPLICATION CHECKLIST

Checklist Items	Yes	No	N/A	Comments
20. Special Items for Unit Supervisor Approval – Signature Required				
Equipment and/or computer purchase over \$25,000.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Out-of-State Travel (Cal OES 2-158)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Vehicle Purchase Justification	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Noncompetitive Bid Request (Cal OES 2-156) <i>[For Contracts of \$10,000 or more, regardless of how much is charged to the grant]</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Written justification for each Noncompetitive Bid budget item is included.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contractor Consultant Exemption Request Form (Cal OES 2-164)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
21. VOCA-funded projects only				
Enter VOCA SAR in PMT database	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
VOCA Match Waiver Request has been received, approved, and is included with the application.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I hereby certify this Grant Application Checklist is accurate and complete to the best of my knowledge.				
Project Specialist (Print Name): <i>Elizabeth Wilder</i>			Date: <i>11/12/20</i>	
Unit Supervisor: <i>Cindy Bester</i>			Date: <i>11/23/20</i>	

23. Special Notice

Special Processing Request

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ALERT: SAM.gov will be down for scheduled maintenance Saturday, 11/14/2020 from 8:00 AM to 10:00 PM.

HUNTINGTON BEACH, CITY OF

A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov.

Status: **ACTIVE**

2000 MAIN ST
HUNTINGTON BEACH, CA, 92648-2702 ,
UNITED STATES

Expiration Date: 08/18/2021
Purpose of Registration: All Awards

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Entity Overview

Entity Registration Summary

Name: HUNTINGTON BEACH, CITY OF
Business Type: US Local Government
Last Updated By: Sun Joo Rief
Registration Status: Active
Activation Date: 08/19/2020
Expiration Date: 08/18/2021

Exclusion Summary

Active Exclusion Records? No

GSA logo

IBN-P-20201105-1716

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