



January 24, 2020

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 #: LE19 03 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

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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)

2. Federal Awarding Agency Section:

Fund Year	Federal Program Fund / AL#	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2019	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.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

3. Project Description Section:

- Project Acronym (Please choose from drop down):
Law Enforcement Specialized Units Program (LE)
- Project Description (Please type the 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 #: LE19036860

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 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 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 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 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: Robert Handy Title: Chief of Police
Telephone #: 714-536-5905 Email Address: rhandy@hbpd.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach 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: Robert Handy Title: Chief of Police
Telephone #: 714-536-5905 Email Address: rhandy@hbpd.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach 92648-2702

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

Name: Erik Peterson Title: Mayor
Telephone #: 714-536-5553 Email Address: erik.peterson@surfcity-hb.org
Address/City/Zip + 4: 2000 Main Street Huntington Beach 92648-2702

SIGNATURE AUTHORIZATION

Subaward #: LE19036860

Subrecipient: City of Huntington Beach

Implementing Agency: Huntington Beach Police Department

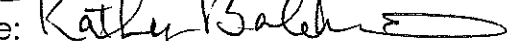
*The **Project Director** and **Financial Officer** are **REQUIRED** to sign this form.

***Project Director:** Christoper Nesmith

Signature: 

Date: 10-30-19

***Financial Officer:** Kathy Baldwin

Signature: 

Date: 10/30/19

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



Signature

Gaute "Bo" Svendsbo


Printed Name



Signature

Kurt Stoecklein

Printed Name



Signature

Tim Martin

Printed Name

Signature

Printed Name

Signature

Printed Name

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



Signature

Jonathan Haught

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE

With Statutory Requirements of the Violence Against Women Act (VAWA) Fund As Amended, Services*Training*Officers*Prosecutors (STOP) Formula Grant Program

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

Subrecipient: City of Huntington Beach

Implementing Agency: Huntington Beach Police Department - City of VB

Project Title: Law Enforcement Specialized Units Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the 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 OMB Uniform Guidance 2 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: Tiffany Bose

Title: Human Resources Manager

Address: 2000 Main Street Huntington Beach, CA 92648

Phone: 714-536-5917

Email: tiffany.bose@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 will comply with the requirement to obtain a signed resolution from the City Council/Governing Board in support of this program. The Applicant agrees to 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 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 a signed resolution from the City Council/Governing Board illustrating that the official executing this agreement is, in fact, authorized to do so. The Applicant is also required to maintain the signed resolution on-site, and a copy must be readily available upon request by Cal OES.

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 Violence Against Women Act (VAWA) Funds

1. Applicability of Part 200 Uniform Requirements

The Subrecipient agrees to 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").

2. Compliance with DOJ Grants Financial Guide

The Subrecipient agrees to comply with the Department of Justice Grants Financial Guide as posted on the OJP website (currently, the "2015 DOJ Grants Financial Guide"), including any updated version that may be posted during the period of performance.

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

The Subrecipient agrees to 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 Subrecipient or individuals defined (for purposes of this condition) as "employees" of the Subrecipient.

The details of the Subrecipient's obligations regarding prohibited conduct related to trafficking in persons are posted on the OJP website at: <http://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by Subrecipients related to trafficking in persons (including reporting requirements and OJP 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 agrees to comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "2015 DOJ Grants Financial Guide").

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 Subrecipient agrees to promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, 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:

- Mail: Office of the Inspector General,
U.S. Department of Justice, Investigations Division,
950 Pennsylvania Avenue, N.W. Room 4706,
Washington, DC 20530;
- E-mail: oig.hotline@usdoj.gov;
- DOJ OIG hotline (contact information in English and Spanish): (800) 869-4499;
and/or
- DOJ OIG hotline fax: (202) 616-9881.

Additional information is available from the DOJ OIG website at <http://www.usdoj.gov/oig>.

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

The Subrecipient agrees to comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2016, are set out at <http://oip.gov/funding/Explore/FY2016-AppropriationsLawRestrictions.htm>, and are incorporated by reference here.

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

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

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

a. In accepting this award, the Subrecipient:

- 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 Grantees and Subgrantees, available at <https://www.justice.gov/ovw/grantees>.

12. Supplanting

The Subrecipient understands and agrees that funds must be used to supplement, not

supplant, non-federal funds that would otherwise be available for the activities under this grant.

13. Statutory Requirements

The Subrecipient agrees to 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.

14. 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.

15. Consultant Rates

The Subrecipient understands approval of this award does not indicate approval of any consultant rate in excess of \$650 per day or \$81.25 per hour. A detailed justification must be approved by the grantor prior to obligation or expenditure of such funds. Although prior approval is not required for consultant rates below these specified amounts, Subrecipients are required to maintain documentation to support all daily or hourly rates.

16. Materials and Publications

The Subrecipient understands and agrees that all materials and publications (written, visual, or sound) resulting from subgrant award activities shall contain the following statements: "This project was supported by Subgrant No. LE19036860 awarded by the state administering office for the 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, Office on Violence Against Women."

17. Victim Safety

The Subrecipient understands and agrees that grant funds will not support activities that compromise victim safety and recovery, 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; pre-trial diversion programs not approved by OVW or the placement of offenders in such programs; mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims, penalizing victims who refuse to testify, or promoting procedures that would require victims to seek legal sanctions against their abusers (e.g., seek a protection order, file formal complaint); the placement of perpetrators in anger management programs; or any other activities outlined in the solicitation under which the approved application was submitted.

18. Copyright Approval

The Subrecipient understands advance written approval must be obtained to copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. In addition, the Subrecipient (or contractor or subcontractor) must comply with all conditions specified by the program manager in connection with an that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

The Subrecipient understands and agrees the Office on Violence Against Women 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.

The Subrecipient understands and agrees it is their responsibility (and of each contractor or subcontractor as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

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: 

Authorized Official's Typed Name: Robert Handy

Authorized Official's Title: Chief of Police

Date Executed: 11-1-19

Federal Employer ID #: 95-60000723 ^{VI#} Federal DUNS # 078143948

Current System for Award Management (SAM) Expiration Date: 12/24/19 10/25/2020 ^{VI#}

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: 

Typed Name: Oliver Chi

Title: City Manager

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: City of Huntington Beach				Subaward #: LE19036860			
A. Personal Services – Salaries/Employee Benefits	2019 VAWA	2019 VAWA MATCH	Fund3	Fund4	Fund5	Fund6	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 investigations, identifying and arresting suspects, and submitting cases to the district attorney's office.</p> <p>Annual Regular Wages $\\$46.19 \times 40 \times 52 = \\$96,075$ Specialty Pays: Longevity $10\% \times \\$96,075 = \\$9,608$ Holiday $4.8075\% \times \\$96,075 = \\$4,619$ Advanced Post Cert $6\% \times \\$96,075 = \\$5,765$ Education-BA $6\% \times \\$96,075 = \\$5,765$ Total annual pay (before benefits) $= \\$121,832$ Only using \$67,714 as match</p>		\$67,714					\$67,714
<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: \$42.78 Number of hours: 1500 Total cost: \$64,170</p>	\$64,170						\$64,170
Personal Section Totals	\$64,170	\$67,714					\$131,884 ✓
PERSONAL SECTION TOTAL	✓	✓	*	*	*	*	\$131,884 ✓

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: City of Huntington Beach				Subaward #: LE19036860			
B. Operating Expenses	2019 VAWA	2019 VAWA MATCH	Fund3	Fund4	Fund5	Fund6	COST
Contract for services with Waymakers Victim Assistance Program 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.	\$114,509						\$114,509
Contract for services with Interval House Crisis Shelter To provide one FTE Domestic Violence Counselor to provide shelter based services to victims of domestic violence.	\$24,464						\$24,464
Operating Section Totals	\$138,973						\$138,973
OPERATING SECTION TOTAL							\$138,973

BUDGET CATEGORY AND LINE ITEM DETAIL

[illegible]

VSPS Budget Summary Report

LE19 Law Enforcement Specialized Units Program	Subaward #: LE19 03 6860
Huntington Beach, City of	Performance Period: 01/01/20 - 12/31/20
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>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	19VAWA	64,170	0	64,170	0	64,170
L	19VAWA	67,714	0	67,714	0	67,714
Total A. Personal Services - Salaries/Employee Benefits:		131,884	0	131,884	0	131,884

B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	19VAWA	138,973	0	138,973	0	138,973
L	19VAWA	0	0	0	0	0
Total B. Operating Expenses:		138,973	0	138,973	0	138,973

C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
F	19VAWA	0	0	0	0	0
L	19VAWA	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

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

Subrecipient: City of Huntington Beach Subaward #: LE19036860

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 situations; 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

Subrecipient: City of Huntington Beach Subaward #: LE19036860

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; 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 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.

Subrecipient: City of Huntington Beach Subaward #: LE19036860

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, 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 meet through phone 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

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

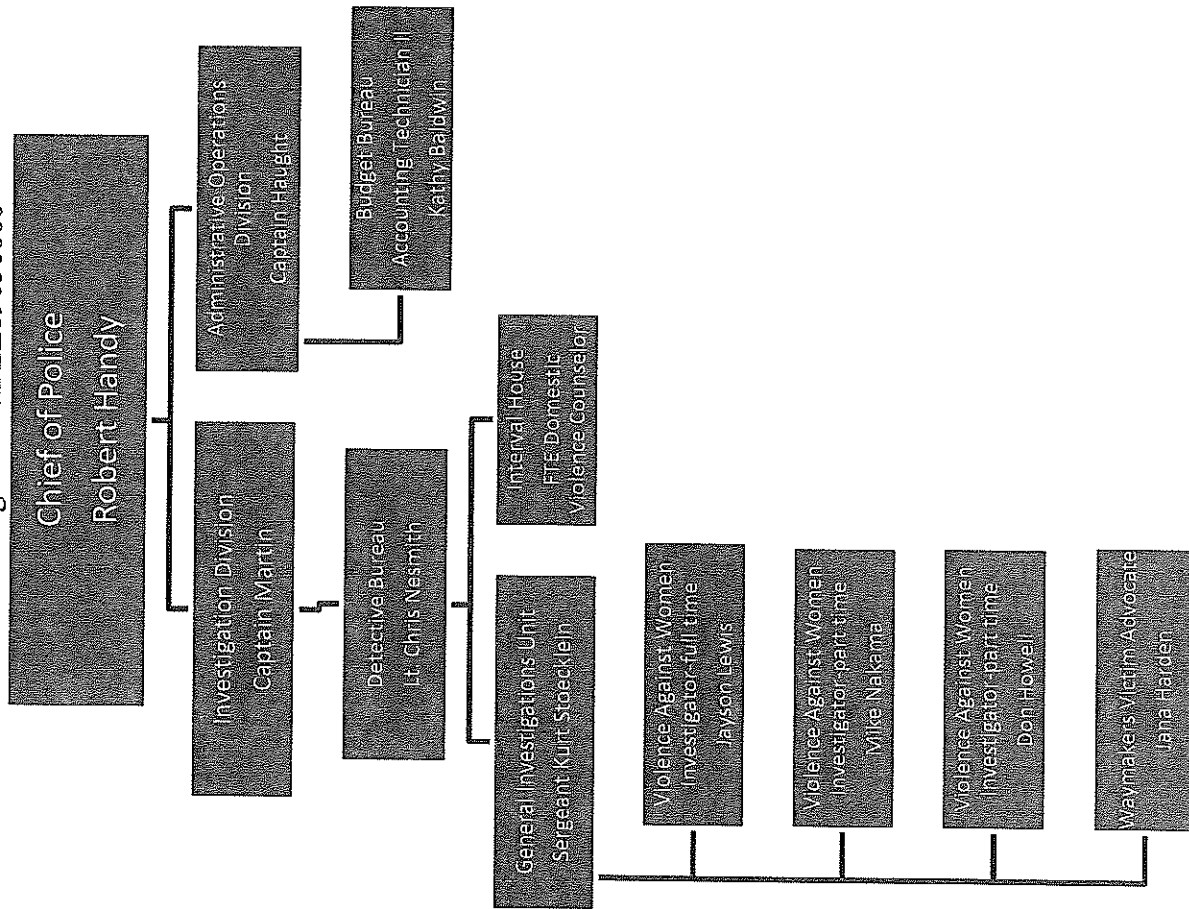
A unique feature to the **Huntington Beach Collaboration: Violence Against Women Project** is that the victim service providers are non-profit entities which allows for the project to apply for government, public, private, and foundation grants to help sustain the project. Each Project partner has stable 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	09/14/17	01/01/18	to 12/31/20
2.	Orange County Victim/Witness Program	09/14/17	01/01/18	to 12/31/20
3.	Orange County District Attorney's Office	09/19/17	01/01/18	to 12/31/20
4.	Interval House	09/25/17	01/01/18	to 12/31/20
5.				to
6.				to
7.				to
8.				to
9.				to
10.				to
11.				to
12.				to
13.				to
14.				to
15.				to
16.				to
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19.				to
20.				to

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 LE19036860



NON-COMPETITIVE BID REQUEST

City of Huntington Beach

LE19036860

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:	Interval House
Total Contract/Procurement Amount:	\$ 24,464.00
Service Provided:	1 FTE Domestic Violence Counselor

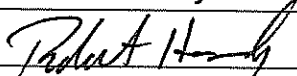
Contract Justification – Attach a narrative response addressing the following as required by the identified SRH Section:

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

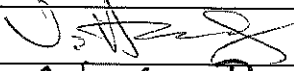
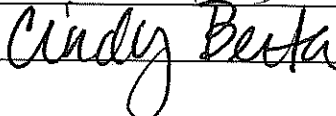
Procurement Justification – Attach a narrative response addressing the following as required by the identified SRH Section:

		Cal OES Approval	
		Yes	N/A
3522	Description of the product to be purchased;	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Necessity of purchase;	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	How the price of the product was determined; and	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Other pertinent background data.	<input checked="" type="checkbox"/>	<input 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:	Robert Handy	Title:	Chief of Police
Signature:		Date:	11-1-19

Cal OES Approvals

Program Specialist:		Date	12/17/19
Unit Chief:		Date:	12/31/19

**City of Huntington Beach
Huntington Beach Police Department
Law Enforcement Specialized Units (LE) Program
LE19036860**

**NONCOMPETITIVE BID JUSTIFICATION FOR INTERVAL HOUSE FTE DOMESTIC
VIOLENCE COUNSELOR**

SECTION 3511

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

Interval House is a local Cal-OES funded Domestic Violence Assistance Program that is geographically in this area.

SECTION 3521.1

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

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 for domestic violence victims and their children.

SECTION 3521.2

Explain necessity to contract non-competitively.

The decision was made based on the RFA requirement of contracting with a local Cal OES funded Domestic Violence Assistance Program. Interval House is a local Cal OES funded Domestic Violence Assistance Program that is geographically in this area.

SECTION 3521.3

Explain the uniqueness of the contract.

The Huntington Beach Police Department does not employ a Domestic Violence Counselor and per the RFA, is required to contract with a local Cal OES funded Domestic Violence Assistance Program for this service.

SECTION 3521.4

Explain any time constraints.

The grant year is January 1, 2020-December 31, 2020.

The impact on the project if dates are not met will be no service provision by the Cal OES required Domestic Violence Assistance Program.

NON-COMPETITIVE BID REQUEST

City of Huntington Beach

LE19036860

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:	\$ 114,509.00
Service Provided:	Victim Advocate

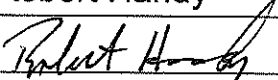
Contract Justification – Attach a narrative response addressing the following as required by the identified SRH Section:

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


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

		Cal OES Approval	
		Yes	N/A
3522	Description of the product to be purchased;	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Necessity of purchase;	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	How the price of the product was determined; and	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Other pertinent background data.	<input checked="" type="checkbox"/>	<input 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:	Robert Handy	Title:	Chief of Police
Signature:		Date:	11-1-19

Cal OES Approvals

Program Specialist:		Date	12/17/19
Unit Chief:	Cindy Berta	Date:	12/31/19

**City of Huntington Beach
Huntington Beach Police Department
Law Enforcement Specialized Units (LE) Program
LE19036860**

**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 (formerly CSP Community Service Programs, Inc.), 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 26 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 21 years.

SECTION 3521.4

Explain any time constraints.

The grant year is January 1, 2020-December 31, 2020.

The impact on the project if dates are not met will be no direct service provision from a Waymakers Victim Advocate to victims of domestic violence 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 47 years. Since 1998, HBPD has collaborated with Waymakers for specialized, certified victim advocacy services.

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

059-36000

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>01/01/20</u> to <u>12/31/20</u> Subaward Amount Requested: <u>\$270,857 203,143</u>		
Type of Non-Federal Entity (Check Box): <input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe		


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?	3-5 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?	\$ 4,000,000
5. Are individual staff members assigned to work on multiple grants?	No
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	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) 	Date: <u>11-1-19</u>
Print Name and Title: <u>Robert Handy, Chief of Police</u>	Phone Number: <u>714-536-5902</u>
Cal OES Staff Only: SUBAWARD # <u>LE 19 03 6860</u>	

U4

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.

37, 37*

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

200,541 US Census population estimate as of 7/1/18