

EDMUND G. BROWN JR.
GOVERNOR

MARK S. GHILARDUCCI
DIRECTOR



Application Cover Sheet

RFA PROCESS

CHILD ADVOCACY CENTER PROGRAM

Submitted by:



**Office of the District Attorney
County of Tulare
221 S. Mooney Boulevard, Room 224
Visalia, CA 93291
(559) 636-5494**

Tim Ward, District Attorney

(Cal OES Use Only)

Cal OES#		FIPS#		VS #		Subaward #	
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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), makes a Grant Subaward of funds set forth to the following:

1. **Subrecipient:** County of Tulare **1a. DUNS#:** 071861884
 2. **Implementing Agency:** Office of the District Attorney **2a. DUNS#:** 788523777
 3. **Implementing Agency Address:** 221 S. Mooney Blvd., Room 224 Visalia 93291+4543
Street City Zip+4
 4. **Location of Project:** Visalia Tulare 93291+4543
City County Zip+4
 5. **Disaster/Program Title:** Child Advocacy Center Program **6. Performance Period:** 4/1/18 to 3/30/19
 7. **Indirect Cost Rate:** N/A; 10% de minimis; Federally Approved ICR _____ %

Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Project Cost
2015	8. VOCA		\$ 25,000			\$ 6,250	\$ 6,250	\$ 31,250
2016	9. VOCA		\$ 117,964			\$ 29,491	\$ 29,491	\$ 147,455
Select	10. Select						\$ 0	\$ 0
Select	11. Select						\$ 0	\$ 0
Select	12. Select						\$ 0	\$ 0
TOTALS		\$ 0	\$ 142,964	\$ 142,964	\$ 0	\$ 35,741	\$ 35,741	12. G Total Project Cost: \$ 178,705

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. **Official Authorized to Sign for Subrecipient:** J. Steven Worthley **16. Federal Employer ID Number:** 946000545
 Name: J. Steven Worthley Title: Chair, Tulare Co. Board of Supervisors
 Telephone: (559) 636-5000 FAX: (559) 733-6898 Email: grants@co.tulare.ca.us
(area code) (area code)
 Payment Mailing Address: 221 S. Mooney Blvd., Room 224 City: Visalia Zip+4: 93291+4543
 Signature: _____ Date: _____

[FOR Cal OES USE ONLY]

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

Cal OES Fiscal Officer	Date	Cal OES Director (or designee)	Date
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APPROVED AS TO FORM:
COUNTY COUNSEL

By *J. Worthley*
Deputy 4/3/2018
2018505

PROJECT CONTACT INFORMATION

Subrecipient: _____ Subaward #: _____

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

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

Name: _____ Title: _____

Telephone #: _____ Fax#: _____ Email Address: _____

Address/City/Zip: _____

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

Name: _____ Title: _____

Telephone #: _____ Fax#: _____ Email Address: _____

Address/City/Zip: _____

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

Name: _____ Title: _____

Telephone #: _____ Fax#: _____ Email Address: _____

Address/City/Zip: _____

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

Name: _____ Title: _____

Telephone #: _____ Fax#: _____ Email Address: _____

Address/City/Zip: _____

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: _____ Title: _____

Telephone #: _____ Fax#: _____ Email Address: _____

Address/City/Zip: _____

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: _____ Title: _____

Telephone #: _____ Fax#: _____ Email Address: _____

Address/City/Zip: _____

7. The **chair** of the **Governing Body** of the subrecipient:

Name: _____ Title: _____

Telephone #: _____ Fax#: _____ Email Address: _____

Address/City/Zip: _____


SIGNATURE AUTHORIZATION

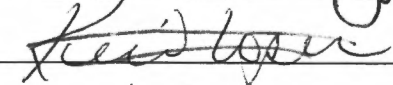
Subaward #: _____

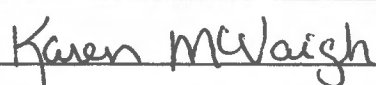
Subrecipient: County of Tulare

Implementing Agency: Office of the District Attorney

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

*Project Director: Jennifer Lightfoot  *Financial Officer: Karen McVaigh

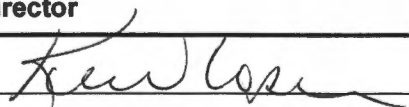
Signature: 

Signature: 

Date: 1/18/18

Date: 2/5/18

The following persons are authorized to sign for the
Project Director


Signature
Kerri Lopez, Assistant District Attorney
Print Name

Signature

Print Name

Signature

Print Name

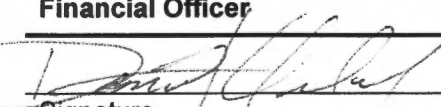
Signature

Print Name

Signature

Print Name

The following persons are authorized to sign for the
Financial Officer


Signature
Dan Underwood, Chief Deputy District Attorney
Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

Signature

Print Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Victims of Crime Act (VOCA) Fund

The applicant must complete a Certification of Assurance of Compliance-VOCA (Cal OES 2-104f), which includes details regarding Federal Grant Funds, Equal Employment Opportunity Program, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, Civil Rights Compliance, and the special conditions for Subaward with the above mentioned fund. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the applicant formally notifies Cal OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

**CERTIFICATION OF ASSURANCE OF COMPLIANCE
Victims of Crime Act (VOCA) Fund**

I, J. Steven Worthley hereby certify that
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

SUBRECIPIENT: County of Tulare
IMPLEMENTING AGENCY: Office of the District Attorney
PROJECT TITLE: Child Advocacy Center 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 ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **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: Antonio Stevens
Title: Human Resources Employee/Employer Relations Specialist I
Address: 2500 West Burrel Avenue, Visalia, CA 93291
Phone: (559) 636-4921
Email: aestevens@co.tulare.ca.us

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

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 written authorization from the city council/governing board that the official executing this agreement 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 Victims of Crime Act (VOCA) 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://ojp.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:

- Represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and
- Certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

b. If the Subrecipient does or is authorized under this award to make subawards, procurement contracts, or both:

- It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a subaward, procurement contract, or subcontract

under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

- It certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

9. Encouragement of Policies to Ban Text Messaging while Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subrecipient understands that DOJ encourages Subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

10. 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. OJP Training Guiding Principles

The Subrecipient understands and agrees that any training or training materials developed or delivered with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://ojp.gov/funding/ojptrainingguidingprinciples.htm>.

12. Specific Post-Award Approval Required to Use a Non-Competitive Approach in any Procurement Contract that Would Exceed \$150,000

The Subrecipient agrees to comply with all applicable requirements to obtain specific advance approval to use a non-competitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that, for purposes of federal grants administrative requirement, OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <http://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> [Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)] and are incorporated by reference here.

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

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

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

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

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

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

15. Demographic Data

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

16. Performance Reports

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

17. Computer Network Requirements

The Subrecipient understands and agrees that:

- a. No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography; and
- b. Nothing in the previous subsection limits the use of funds necessary for any federal, state, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecutions, or adjudication activities.

18. Prohibit Use of Funds for Association of Community Organizations for Reform Now (ACORN) and its Subsidiaries

The Subrecipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract of subaward to either the ACORN or its subsidiaries, without the expressed prior written approval of OJP.

19. Access to Records

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

20. Nondiscrimination in Programs Involving Students

The Subrecipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs or students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.

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 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: J. Steven Worthley

Authorized Official's Typed Name: J. Steven Worthley

Authorized Official's Title: Chair, Tulare Co. Board of Supervisors

Date Executed: February 6, 2018

Federal Employer ID #: 94-6000596 Federal DUNS # 071861884

Current System for Award Management (SAM) Expiration Date: 4/18/18

Executed in the City/County of: Visalia/Tulare

AUTHORIZED BY: *(not applicable to State agencies)*

- City Financial Officer
- City Manager
- Governing Board Chair
- County Financial Officer
- County Manager

Signature: _____

Typed Name: Michael C. Spata

Title: County Administrative Officer

Project Narrative

1. PROBLEM STATEMENT

When compared with other California counties, Tulare County has unique needs. The county sits in the middle of California's Central Valley, an area plagued by some of the highest rates of poverty in the United States. Nearly half a million people (454,143) live in eight incorporated cities and 21 census designated places (CDPs), many of which lie in rural areas. Tulare County's unemployment levels are consistently over 12% – and are as high as 20% in the CDPs,¹ – and 37% of children live in poverty.²

Although there is no verified direct connection with poverty and crime, it is true that many crimes are committed in Tulare County at higher rates than similar sized or larger cities. Having Our Say, a statewide coalition of academics and health advocates, published a May 2008 report noting that the areas in California with the worst health indicators, including violence, are in rural Tulare County. The California Attorney General's crime data statistics for 2010 reveal that per capita, domestic violence calls to law enforcement in Tulare County are higher than the statewide average, higher than similar sized counties, and even higher than the major urban counties of Los Angeles and San Francisco.

Sadly, children aren't exempt from becoming victims. According to the Children's Advocacy Centers and Multidisciplinary Teams of California's 2012 Data Project Summary, 12,130 children were interviewed by 41 Child Advocacy Centers throughout California. One thousand, nine hundred sixty of those were performed in centers located in Central California (from San Joaquin Valley down to Kern County), and Tulare County's Child Abuse Response Team (CART) conducted 18% of those (357).

¹ EDD, February 2016

² 2014/2015 California County Scorecard

In years past, child victims of and witnesses to crime were interviewed numerous times by different agencies and experienced unnecessary repeated trauma. Recognizing that, in 1997 Tulare County established the Child Abuse Response Team (CART).

The goal of CART was to provide a better and more coordinated process to interview child victims and witnesses to crime, in a way that would meet the unique needs of each partner agency, while restricting the number of interviews and interviewers. The intent was to limit the trauma these children must go through when revealing the details of the crimes committed against them, or crimes they witnessed. This then-cutting edge process meant children wouldn't have to tell their story repeatedly to the various agencies involved in the case,

Today, Tulare County's CART consists of the District Attorney's office, Tulare County Health and Human Services' Child Welfare Services (CWS) department, and an officer from the reporting law enforcement agency. This team conducts hundreds of interviews with children, averaging about 380 per year.

For many years, due to limited county financial resources, only one child interview specialist has been funded, making it necessary to limit the interviews conducted to children ages 14 and younger. We would like to utilize this grant funding to add another child interview specialist, however, Tulare County's hiring process, combined with our necessary background check, takes approximately three months to complete. With future funding beyond this grant period unknown at this time, we would be hiring someone, training them, and then potentially laying them off just months later.

2. PLAN

District Attorney Services

The Tulare County District Attorney spearheads the CART operations. Highly trained

staff are provided to conduct the interview, prosecute criminal cases resulting from the interview, and offer essential services to the victim and his/her family.

Upon a local law enforcement officer's suspicion of child abuse, they contact the District Attorney's child interview specialist, Laura Boland, to schedule an interview. Ms. Boland alerts the deputy district attorney (DDA) from the Crimes Against Children Division that will vertically prosecute the case. There are currently six DDAs assigned to the District Attorney's Crimes Against Children Division – two that cover child abuse, two that prosecute child sexual assault, and one each that handle human trafficking and child homicide cases. Depending on the case, any one of these prosecutors will be part of the CART. Ms. Boland also notifies the victim advocate and the CWS social worker that will be assigned to the case. These four individuals, along with Ms. Boland, comprise the team covering the interview.

Ms. Boland conducts the interview in a private, child friendly room in a discreetly located District Attorney office separate from the courthouse. The room is equipped with closed circuit cameras. The interview is observed by the rest of the team in a separate room. Ms. Boland asks the child questions that will meet the needs of each agency involved. If any further investigative questions are necessary, the team feeds that information to Ms. Boland via an earpiece, who then further questions the child.

The interview is recorded onto DVDs and copies of those are provided to the law enforcement agency, the prosecutor, and, at time of trial, the defense.

While the child is being interviewed, the child's parent/guardian waits in a separate, private waiting room with the advocate, who explains the various resources available to both the victim and victim's family.

These can include the following services provided by the District Attorney's Victim/Witness Center: crisis intervention, emergency assistance, victim of crime claims assistance, property return, orientation to the criminal justice system, court escort, case status and disposition, notification of family/friends, employer notification/intervention, and information regarding restitution.

This also includes referrals to our partner agencies, which include Family Services of Tulare County (sexual assault and domestic violence services), Healthy Start programs, organizations that provide counseling, temporary housing and other emergency services, and medical service providers. If a victim requires a sexual assault exam, they are accompanied by the law enforcement agency to Forensic Nurse Specialists of Central California.

The District Attorney's Kids' Court program dovetails with the CART's efforts. This program assists children through the judicial process by familiarizing them with the court environment, personnel and process.

Should the need arise, District Attorney investigators are also involved in the process later should the prosecutor need additional information during case preparation and discovery.

Use of Grant Funds

The cost of Ms. Boland's salaries and benefits is fully covered through our County's general fund. As mentioned earlier, we would like to hire another child interview specialist, something we cannot do unless we know we have sustainable funding for future years.

As such, it is our intent to use these funds not for additional staff, but for operational and equipment expenses that aren't currently covered by our limited general funds.

One of our main goals is to obtain a courthouse assistance dog specifically for child victims served through CART. We acquired Fortune, our courthouse assistance dog, in

December 2016. Fortune's main duty is to provide comfort to victims during trial, while his secondary duties are to provide comfort to children during CART interviews. This makes him unavailable at times when the CART could use his services. In addition, Fortune is stationed with his primary handler at the courthouse. Since CART interviews are conducted at a separate location, this makes it necessary for Ms. Boland (his secondary handler) to transport Fortune back and forth. Within a few months of acquiring him, it became evident that we needed a second dog whose sole purpose was to assist the CART.

We plan to utilize these grants funds to cover the costs of acquiring a dog from Assistance Dogs of the West. In addition, we have allocated costs for expenses that are vital to CART operations, but that aren't currently covered by our general fund. All costs are fully explained in the attached Budget Narrative.

It should be noted that although \$200,000 was allocated to our office, we are not asking for the full amount as we will not be able to spend that amount in one year.

Accreditation

Currently, the Tulare County CART is a tier two member of the coalition of Children's Advocacy Centers of California (CACCC), the state chapter of the California Network of Child Advocacy Centers.

Although not yet accredited through the National Children's Alliance (NCA), we plan to attain Affiliate status during this grant subaward performance period, with the goal of working our way up to Associate/Developing Center Membership, and finally, Accredited Membership within three years of the grant's end date. Throughout this time, Ms. Boland will be leading the CART to ensure it is working toward the ten standards required to become fully accredited.

We plan to apply for Affiliate membership within 30 days of receiving a grant subaward notice. This level of membership is appropriate for us now, as we meet most of the requirements of the Affiliate member and can attain those we don't within the one year subaward performance period.

3. CAPABILITIES

Tulare County's CART has been in operation since 1997. Its current multi-disciplinary team consists of the District Attorney's Office (child interview specialist, prosecutor and advocate), Tulare County Health & Human Services' Child Welfare Services (social worker), and all law enforcement agencies with jurisdiction in Tulare County. This includes the California Highway Patrol, the College of the Sequoias Police Department, the Tulare County Sheriff's Office, and the eight municipal police departments within the county (Visalia, Woodlake, Tulare, Porterville, Farmersville, Dinuba, Exeter, and Lindsay).

Experience

District Attorney staff that are assigned to the CART offer a depth of experience and acumen in their fields. Ms. Boland has 17 years of experience as a forensic interview specialist with our office, and has conducted over 4,000 interviews during that time. She also serves as the coordinator for our Kids' Court program.

Prior to joining the District Attorney's Office, she worked as a house manager for a juvenile sex offender treatment program. Ms. Boland is involved in numerous professional organizations and groups, including the CACC, the Tulare County Sexual Assault Response Team, the National Forensic Interviewer Journal Club, the California Sexual Assault Investigators Association, and the Tulare County Human Trafficking Task Force.

She participated in 22 trainings in 2017, which included conferences, workshops,

seminars, and webinars. A few of these were *The Good, the Bad and the Ugly: Assessing CAC Partnerships*, *An MDT Response to Child Abuse Burn Cases*, *Shadow Children: Addressing Child Sexual Abuse and Commercial Sexual Exploitation Within the Family and Interviewing Considerations*, the 2017 Crimes Against Children Conference, and the CACC Annual Summit. Ms. Boland holds a bachelor of science degree in psychology from California State University, Fresno, and is a Certified Public Access Dog Handler.

Seasoned prosecutors are assigned to the Crimes Against Children Unit on a rotating basis, typically for an 18 month assignment. They use the vertical prosecution method for these cases, meaning they handle the case from filing to sentencing, a model preferred for its better outcomes and verdicts as opposed to cases handled by a general team of prosecutors.

Advocates from three of the Victim/Witness Center's program may be assigned to the CART: A Victim/Witness Assistance (VW) Program advocate for general cases, an Underserved Advocacy and Outreach (UV) Program advocate if the victim is Spanish speaking, and a Human Trafficking Advocacy (HA) Program advocate for a human trafficking victim.

Our advocates have been doing this work for many years. Our HA advocate has seven years of experience serving victims, while one of our UV advocates has been in this for four years, serving as a corporate attorney in Mexico City prior to coming to our office. Three of our VW Program advocates have long term experience as well, with one working as an advocate in our office for eight years, one spending 10 years as a child interview specialist, then serving the past six as an advocate, and one who started providing advocacy services in our office in 1980. That advocate continues to work part time in an extra help position.

Child-Focused Setting

CART interviews are held at the District Attorney's Burrel Avenue office, a building

located a few blocks from the courthouse. This facility is secure, with doors locked at all times and armed investigators housed in the building. The family waiting area is a separate room equipped with comfortable furniture and toys. Another separate room, with child friendly furnishings, is reserved for CART interviews. A third separate room is used for observation by the team. Both the interview room and the observation room are outfitted with special equipment that allows the interview to be recorded while the team watches in real time, allowing them to alert Ms. Boland if they have any follow up questions that will aid in the investigation.

Information Sharing/Confidentiality

Prior to each scheduled interview, the team meets for case briefing and strategy. Thereafter, communication and confidentiality are guided by Welfare and Institutions Code 830 which states in part: *“Notwithstanding any other provision of law, members of a multi-disciplinary team engaged in the prevention, identification and treatment of child abuse may disclose and exchange information and writings to an with one another relating to any incidents of child abuse that may be part of a juvenile court record or otherwise designated as confidential under state law if the member of the team having that information or writing reasonably believes it is generally relevant to the prevention, identification or treatment of child abuse.”* Thus, team members are specifically authorized to share relevant information with other team members and do so by simply making the request by telephone.

The recorded interview is considered evidence, and only two original DVDs are made. One goes to the law enforcement officer, where it is stored in the agency’s evidence locker. The other stays housed in a secure location with Ms. Boland. Any requests for copies of the DVDs are made to Ms. Boland and no DVDs are released to defense or civil attorneys without a

specific court order and an accompanying protective order. All DVDs have a protective warning label.

Information sharing and confidentiality protocols are currently being revised in concurrence with the revision of the MOU.

Training

All agencies that participate on the CART recognize the need for specialty and ongoing training in this field, and each agency is responsible for ensuring that the professionals assigned to work within the CART receive appropriate training on a regular basis.

The DDA must attend a California District Attorneys Association (CDAA) training within one year of being assigned as a CART prosecutor. The child interview specialist, who must have an educational background in child development, social work, or psychology, along with prior experience interviewing children, is required to attend child abuse seminars and conferences throughout the state. In addition, the interviewer is also required to attend quarterly, regional networking meetings offered by the CACC.

Frequency of Interviews

As mentioned earlier, the CART conducts an average of 380 child interviews annually, and has conducted 1,573 over the last four years.

In calendar year 2017, 354 children were interviewed. Of those, 68% of the victims/witnesses were age 10 and under, while 62% were female. In 81% of the children interviewed, the suspect was a relative (non-sibling). The most common crime type was sexual abuse (72%), followed by physical abuse (20%). Six of the children interviewed were witnesses to homicide.

Operational Agreement

The aforementioned agencies entered into a memorandum of understanding (MOU) and developed associated protocols many years ago, but both are outdated and were in the process of being revised when this Request for Application was announced.

The current draft MOU is attached under the application's appendix section. It should be noted that our County Counsel requires us to provide all draft agreements to them for review and possible editing before we can obtain signatures from our partner agencies. All agreements must then be brought before our Board of Supervisors for final approval. This is a lengthy process, one that could not be completed within the application's release and deadline time frame. The MOU will continue to be refined and updated, and we anticipate having a final, signed MOU in place within the first six months of the subward performance period.

Throughout the steps to attain accreditation, this MOU will be updated again to include all agencies that are required to participate in the CART as outlined in the guidelines for each level of membership with the NCA.

Budget Narrative

The attached budget supports our implementation plan outlined in the Project Narrative in the most cost-effective manner possible. The proposed budget is appropriate and reasonable to meet the operational needs of our Child Abuse Response Team (CART), and to support the program’s activities. The budget covers a one-year period, and includes only the items covered by grant funds. The match will be met with a portion of the child interview specialist, whom will not be paid out of this grant.

The proposed budget reflects an on-going commitment to support child victims of crime in Tulare County, and the majority of the grant funds are dedicated to necessary operational expenses. A breakdown of all expenses is as follows:

A. PERSONAL SERVICES

15 VOCA Funds	\$0
15 VOCA Match	\$6,250
16 VOCA Funds	\$0
16 VOCA Match	<u>\$29,491</u>
TOTAL OPERATING SERVICES	\$35,741

Child Interview Specialist Laura Boland will conduct all forensic interviews, notify members of the CART when interviews are scheduled, store confidential interview DVDs and make copies upon request, and spearhead efforts to become an accredited center. Ms. Boland’s salary and benefits are covered 100% with our General Fund, and we will use a portion of that to meet our match.

Ms. Boland will be supervised by a supervising attorney. The project director for this grant will be Jennifer Lightfoot, who also oversees other Cal OES victim services grants. Neither will be charged to this grant.

B. OPERATING EXPENSES

15 VOCA Funds	\$25,000
15 VOCA Match	\$0
16 VOCA Funds	\$79,964
16 VOCA Match	<u>\$0</u>
TOTAL OPERATING SERVICES	\$104,964

Operating expenses include costs for training, travel, various supplies and equipment necessary in the course of duties, costs associated with acquiring a courthouse assistance dog, and a vehicle that will be outfitted with a safety cage to transport the dog. We have also allocated funds to cover the costs of outfitting a second CART interview room, which will be located in our Porterville office, opening later this year.

Funds for the child interview specialist to attend training and conferences is included. Often, out of state travel is necessary to attend some of the bigger and more valuable conferences offered. If such an opportunity arises, we will seek prior approval from our Cal OES grant specialist prior to using grant funds. Funds for the child interview specialist and the program’s project director to attend the required Cal OES training/workshop are also included. Finally, funds for the child interview specialist to attend Children’s Advocacy Centers of California quarterly meetings are also included. Funds were budgeted for registration (when applicable), lodging, and per diem, as well as airfare for approved out of state travel. Total training/travel costs are \$8,525.

Office supplies consumed throughout the year are included at \$2,796, while \$3,700 has been allocated for supplies for children, including DVDs to watch while they wait, coloring books and crayons, books, toys, and puzzles (\$1,000), and coloring books created specifically for Kids Court (\$2,700).

Costs to acquire a courthouse assistance dog specifically for child victims are included. We have budgeted \$7,625 for all costs associated to acquire a dog from Assistance Dogs of the West, including the application fee (\$400), client screening fee (\$450), client interview & placement fee (\$1,500), client placement training fee (\$4,100), and the out of state placement fee (\$1,500). Further, costs associated with the dog, including bedding, harness, leash, kennel, grooming, veterinary care, food, and a safety cage for vehicle transport are included totaling \$8,972.

Also included is \$3,080 in print costs to cover informational brochures about the CART and Kids Court programs. These will be updated and printed in English and Spanish. The \$300 application fee to apply for affiliate membership with the National Children's Alliance is also included.

We have needed an updated closed circuit video system for some time now, and have budgeted for a system for our existing CART room, as well as a system for our forthcoming second CART room in Porterville. We have budgeted \$27,566 for this purpose. Costs will cover a new workstation, remote kit, all necessary miscellaneous materials, support, installation fees and taxes for both systems.

Costs to pay for an artist to complete a mural in the child interview room are budgeted at \$5,800. This will be similar to a mural that was recently installed in our Victim/Witness Center waiting area.

We budgeted \$6,800 to purchase new computers and laptops for our two CART interview rooms, along with \$29,800 to cover the costs of new furniture for the interview and family waiting rooms utilized by the CART process. These rooms will be used solely for this purpose.

C. EQUIPMENT

A. PERSONAL SERVICES

15 VOCA Funds	\$0
15 VOCA Match	\$0
16 VOCA Funds	\$38,000
16 VOCA Match	<u>\$0</u>
TOTAL OPERATING SERVICES	\$38,000

Last, we have budgeted \$38,000 to cover the costs of a Ford Explorer to be used by Ms. Boland for daily transport of the courthouse assistance dog. This vehicle will be outfitted with the safety cage mentioned above for the safe transport of the dog. The vehicle will also be used for attending trainings, workshops and networking meetings, so as not to incur mileage costs. The vehicle will not be used by any other Tulare County staff.

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: Tulare County District Attorney		Subaward #:																		
A. Personal Services – Salaries/Employee Benefits		15 VOCA	15 VOCA Match	16 VOCA	16 VOCA Match	COST														
<p>The following salaries and benefits numbers are average figures for the purpose of budgeting. Actual staff assignments will determine exact salary figures.</p> <p>Child Interview Specialist - This full time individual will be responsible for conducting forensic interviews with child victims of crime, working in conjunction with the Child Abuse Response Team, and leading the accreditation process. Salary and benefits for this position will be covered by the District Attorney's budget and a portion of that will be our match.</p> <table border="0" style="width: 100%;"> <tr> <td style="padding-left: 40px;">Salary:</td> <td align="right">\$46,279</td> </tr> <tr> <td style="padding-left: 40px;">Benefits: Retirement:</td> <td align="right">\$6,904</td> </tr> <tr> <td style="padding-left: 60px;">Social Security:</td> <td align="right">\$3,883</td> </tr> <tr> <td style="padding-left: 60px;">Sick Leave Buyback:</td> <td align="right">\$890</td> </tr> <tr> <td style="padding-left: 60px;">Cafeteria Pkg:</td> <td align="right">\$5,828</td> </tr> <tr> <td style="padding-left: 40px;">Subtotal Benefits:</td> <td align="right"><u>\$17,505</u></td> </tr> <tr> <td style="padding-left: 20px;">Total Salary & Benefits:</td> <td align="right">\$63,784 *</td> </tr> </table> <p><i>* Only claiming \$35,741 for this grant.</i></p>		Salary:	\$46,279	Benefits: Retirement:	\$6,904	Social Security:	\$3,883	Sick Leave Buyback:	\$890	Cafeteria Pkg:	\$5,828	Subtotal Benefits:	<u>\$17,505</u>	Total Salary & Benefits:	\$63,784 *		\$6,250		\$29,491	\$35,741
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Total Salary & Benefits:	\$63,784 *																			
Personal Section Totals		\$0	\$6,250	\$0	\$29,491	\$35,741														
PERSONAL SECTION TOTAL						\$35,741														

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: Tulare County District Attorney		Subaward #:				
B. Operating Expenses		15 VOCA	15 VOCA Match	16 VOCA	16 VOCA Match	COST
Training/Travel						
<p>Funds will cover the costs of local training and valuable (and pre-approved) out of state training for the Child Interview Specialist, plus costs for the Project Director and Child Interview Specialist to attend the mandatory Cal OES training and/or workshops. Costs for the Child Interview Specialist to attend the quarterly Children's Advocacy Centers of CA meetings. All associated costs for these trainings/meetings is included.</p>						
<u>Local Training</u>						
Registration:	\$350 x 1 staff x 3 trainings					\$1,080
Lodging:	\$95 plus tax x 1 staff x 2 nights x 3 trainings					\$570
	480 miles round trip x 56.5 per mile x 3					
Mileage:*	trainings					\$814
Per Diem:	\$46 per day x 1 staff x 3 days x 3 trainings					\$414
						<u>\$2,878</u>
<u>Cal OES Training/Workshop</u>						
Lodging:	\$95 plus tax x 1 night x 2 staff					\$206
	420 miles round trip x 56.5 per mile x 1					
Mileage:	training/workshop					\$237
Per Diem:	\$46 per day x 2 days x 2 staff					\$184
						<u>\$627</u>
<u>Out of State Training/Conference**</u>						
Registration:	\$500 x 2 conferences x 1 staff					\$1,000
Airfare:	\$900 round trip x 2 conferences					\$1,800
	90 miles round trip x 56.5 per mile x 2 trips to					
Mileage:	airport					\$102
Lodging:	\$95 plus tax x 4 nights x 2 conferences					\$825
Per Diem:	\$46 per day x 5 days x 2 conferences					\$460
						<u>\$4,186</u>
<u>CACC Quarterly Meetings</u>						
Mileage:	training/workshop					\$237
Lodging:	\$95 plus tax x 1 staff x 1 nights x 4 meetings					\$412
Per Diem:	\$46 per day x 1 staff x 4 days					\$184
						<u>\$834</u>
	Total Training/Travel:					\$8,525
<p>* If the vehicle requested through this grant is approved, mileage costs will only be incurred until the vehicle acquisition date, which is on or after October 1, 2018.</p> <p>** Only with prior Cal OES approval</p>						
Office Supplies						
<p>Pens, paper, file folders, DVDs and other supplies consumed in the delivery of services. Approximately \$2,796 annually.</p>						
						\$2,796
Children's Supplies						
<p>Supplies for victims/wintesses interviewed, including coloring books, DVDs, crayons, toys, puzzles, etc. Approximately \$1,000 annually; Kids Court coloring books for victims interviewed at the Center: 900 books @ \$3.00 each = \$2,700. Total = \$3,700.</p>						
						\$3,700
						\$3,700

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: Tulare County District Attorney		Subaward #:																		
		15 VOCA	15 VOCA Match	16 VOCA	16 VOCA Match	COST														
B. Operating Expenses																				
Courthouse Comfort Dog																				
Acquisition Costs - Fees associated with application and training of the handler (child interview specialist). <table style="margin-left: 20px; width: 100%;"> <tr> <td>Application Fee:</td> <td align="right">\$ 75</td> </tr> <tr> <td>Client Screening Fee:</td> <td align="right">\$ 450</td> </tr> <tr> <td>Client Interview/Placement Fee:</td> <td align="right">\$ 1,500</td> </tr> <tr> <td>Client Placement Training Fee:</td> <td align="right">\$ 4,100</td> </tr> <tr> <td>Out of State Placement Fee:</td> <td align="right">\$ 1,500</td> </tr> <tr> <td>TOTAL</td> <td align="right">\$ 7,625</td> </tr> </table>		Application Fee:	\$ 75	Client Screening Fee:	\$ 450	Client Interview/Placement Fee:	\$ 1,500	Client Placement Training Fee:	\$ 4,100	Out of State Placement Fee:	\$ 1,500	TOTAL	\$ 7,625			\$7,625		\$7,625		
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Out of State Placement Fee:	\$ 1,500																			
TOTAL	\$ 7,625																			
Miscellaneous Supplies - Toys, bedding, harness, leash, etc. Average \$1,500 annually. <table style="margin-left: 20px; width: 100%;"> <tr> <td>Grooming - \$56 per grooming session x 12 months = \$672</td> <td align="right">\$672</td> </tr> <tr> <td>Veterinarian - \$375 per visit x 4 visits = \$1,500</td> <td align="right">\$1,500</td> </tr> <tr> <td>Food - Average \$150 per month x 12 months = \$1,800</td> <td align="right">\$1,800</td> </tr> <tr> <td>Safety Cage - Setina Dog Box Kit w/Fan for vehicle = \$3,500</td> <td align="right">\$3,500</td> </tr> </table>		Grooming - \$56 per grooming session x 12 months = \$672	\$672	Veterinarian - \$375 per visit x 4 visits = \$1,500	\$1,500	Food - Average \$150 per month x 12 months = \$1,800	\$1,800	Safety Cage - Setina Dog Box Kit w/Fan for vehicle = \$3,500	\$3,500			\$1,500		\$1,500						
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Safety Cage - Setina Dog Box Kit w/Fan for vehicle = \$3,500	\$3,500																			
Print CART brochures to be distributed to victim's families: 4,000 (2,000 each in English and Spanish) @ .77 each = \$3,080.				\$3,080		\$3,080														
Membership Fee of \$300 to cover the application fee for affiliate status with the National Children's Alliance.				\$300		\$300														
Closed Circuit Video System		\$ 13,783		\$13,783		\$27,566														
<table style="margin-left: 20px; width: 100%;"> <tr> <td>CaseCracker Standard 1 Room Bundle (workstation, software, DVD burner, etc.):</td> <td align="right">\$ 8,225</td> </tr> <tr> <td>CaseCracker Start/Stop plus Flagging Kit (provides remote access to start and stop an interview):</td> <td align="right">\$ 790</td> </tr> <tr> <td>Miscellaneous Materials:</td> <td align="right">\$ 345</td> </tr> <tr> <td>Support Coverage (warranty replacement coverage, on site technician response, and 800 phone support):</td> <td align="right">\$ 1,500</td> </tr> <tr> <td>Installation Fee:</td> <td align="right">\$ 2,000</td> </tr> <tr> <td>Tax:</td> <td align="right">\$ 923</td> </tr> <tr> <td>TOTAL</td> <td align="right">\$ 13,783</td> </tr> </table>		CaseCracker Standard 1 Room Bundle (workstation, software, DVD burner, etc.):	\$ 8,225	CaseCracker Start/Stop plus Flagging Kit (provides remote access to start and stop an interview):	\$ 790	Miscellaneous Materials:	\$ 345	Support Coverage (warranty replacement coverage, on site technician response, and 800 phone support):	\$ 1,500	Installation Fee:	\$ 2,000	Tax:	\$ 923	TOTAL	\$ 13,783					
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Tax:	\$ 923																			
TOTAL	\$ 13,783																			
One system each for North County & South County: \$ 27,566																				
Mural																				
Child friendly mural in interview room. Total cost of \$5,800.				\$5,800		\$5,800														
Computers				\$6,800		\$6,800														
Two Surface Pro 3 laptops for child interview specialist's use (one in No. County & one in So. County). Approximate cost = \$2,800. Two HP desk top computers with monitor and software (one in No. County & one in So. County). Costs include shipping and tax. Approximate cost: \$4,000. Total = \$6,800.																				
Furniture		\$11,217		\$18,583		\$29,800														
<table style="margin-left: 20px; width: 100%;"> <tr> <td>Couch, table, and chairs for interview room:</td> <td align="right">\$ 4,000</td> </tr> <tr> <td>Couches, table, and chairs for family room:</td> <td align="right">\$ 8,000</td> </tr> <tr> <td>Cabinet for DVD/brochure storage (observation room):</td> <td align="right">\$ 2,000</td> </tr> <tr> <td>TV w/DVD player and TV cart for family room:</td> <td align="right">\$ 900</td> </tr> <tr> <td></td> <td align="right">\$ 14,900</td> </tr> </table>		Couch, table, and chairs for interview room:	\$ 4,000	Couches, table, and chairs for family room:	\$ 8,000	Cabinet for DVD/brochure storage (observation room):	\$ 2,000	TV w/DVD player and TV cart for family room:	\$ 900		\$ 14,900									
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One setup each for North County & South County: \$ 29,800																				
Operating Section Totals		\$25,000	\$0	\$79,964	\$0	\$104,964														
OPERATING SECTION TOTAL						\$104,964														

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: Tulare County District Attorney	Subaward #:				
C. Equipment	15 VOCA	15 VOCA Match	16 VOCA	16 VOCA Match	COST
Vehicle Ford Explorer to be used by the child interview specialist for the daily transport of Courthouse Comfort Dog. County procurement policy of obtaining 3 bids will be followed.			\$38,000		\$38,000
Equipment Section Totals	\$0	\$0	\$38,000	\$0	\$38,000
EQUIPMENT SECTION TOTAL					\$38,000
Category Totals					
<i>Same as Section 12G on the Grant Subaward Face Sheet</i>	\$25,000	\$6,250	\$117,964	\$29,491	
Total Project Cost	\$178,705				

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

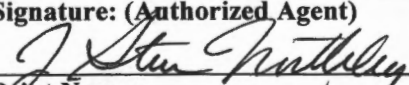
Subrecipient: Tulare County	DUNS #: 94-6000596	FIPS #: 107-00000
Grant Disaster/Program Title: Victim/Witness Assistance Program		
Performance Period: 4/1/2018 to 3/30/2019	Subaward Amount Requested: \$ 137,455	
Type of Non-Federal Entity (Check Box)	<input type="checkbox"/> State Gov. <input checked="" 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 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, 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?	3-10 grants
4. What is the approximate total dollar amount of all grants your organization receive?	\$ 1,940,571
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?	No
9. Do you have a written plan on how you charge costs to grants?	No
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?	No

Certification: <i>This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.</i>	
Signature: (Authorized Agent) 	Date: 02.06.2018
Print Name: J. Steven Worthley	Print Title: Chair, Tulare Co. Board of Supervisors

**Child Advocacy Center Program
Tulare County District Attorney**

APPENDICES

Appendix A Organizational Chart

Appendix B Memorandum of Understanding

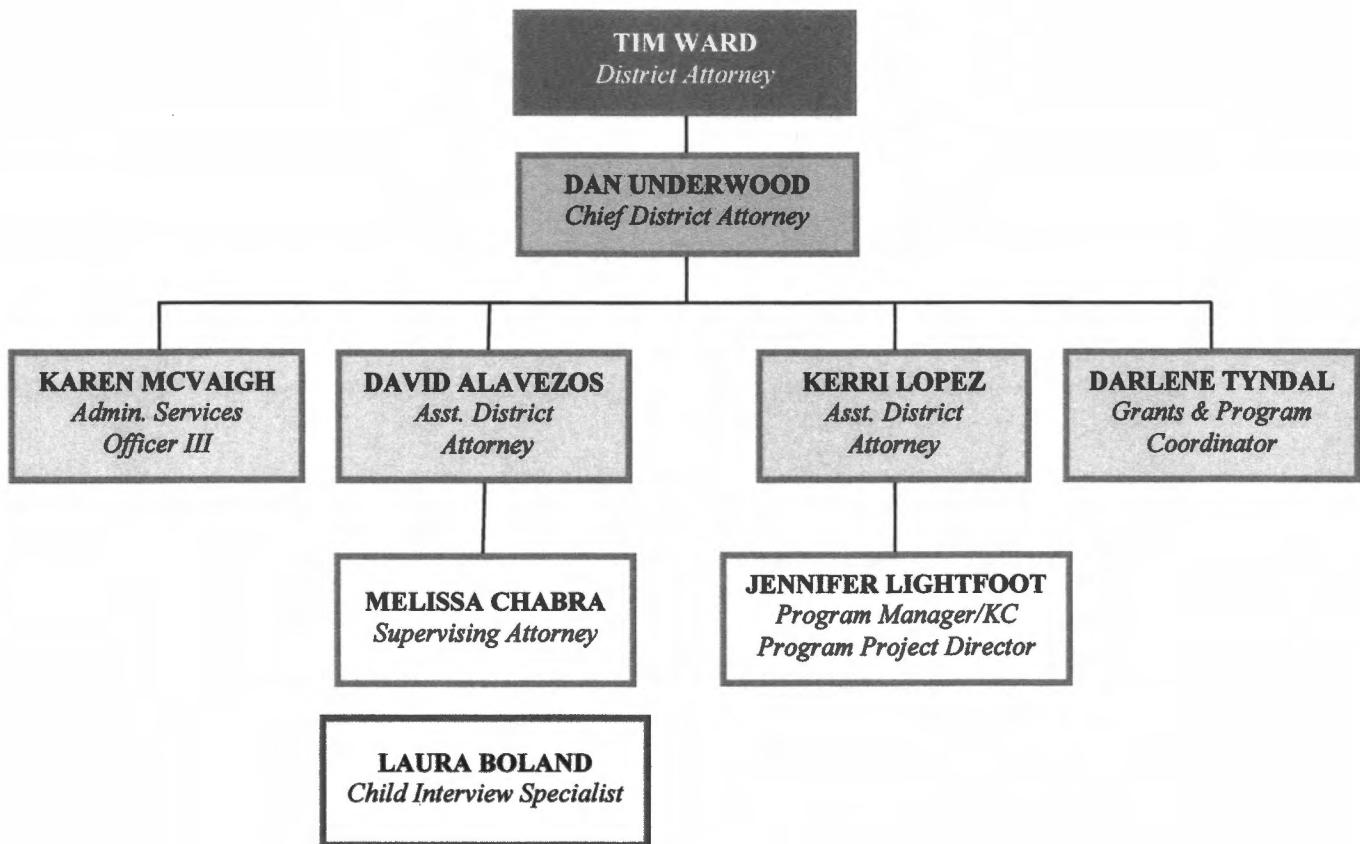
Appendix C Project Summary

Appendix D Project Service Area Information (Cal OES 2-154)

APPENDIX A
Organizational Chart

**TULARE COUNTY DISTRICT ATTORNEY'S OFFICE
CHILD ADVOCACY CENTER PROGRAM
FY 2015-2016**

ORGANIZATIONAL CHART



APPENDIX B

Memorandum of Understanding

TULARE COUNTY CHILD ABUSE RESPONSE TEAM
MEMORANDUM OF UNDERSTANDING

I. PURPOSE

This Memorandum of Understanding (MOU) stands as evidence that the agencies named herein intend to work together toward the goal of continuing operations of the Child Abuse Response Team (CART). To this end, each agency agrees to participate as described herein.

II. BACKGROUND

The CART is a multi-disciplinary interview team that responds to child abuse investigations. The team was created in 1997 to provide a better and more coordinated process to interview child abuse victims and witnesses to crime, in a way that would meet the unique needs of each partner agency while also being the least traumatic to the child.

A CART interview takes place with the child in a private, child friendly room that is specially equipped with video and audio recording devices. A highly trained child forensic interviewer from the District Attorney's office conducts the interview, which is observed and assisted by staff from the partner agencies in a separate room. This includes the deputy district attorney handling the case, the law enforcement officer from the investigating agency, and the Child Welfare Services' social worker assigned to the case. While the child is being interviewed, the child's parent/guardian waits with an advocate from the District Attorney's Victim/Witness Center, who explains the various resources available to the victim and his/her family.

The CART was created with the following goals in mind:

- a. Reduce the trauma to the child victim/witness by limiting the number of both interviews and interviewers;

- b. Coordinate the services provided by all participating agencies;
- c. Improve the quality of investigations, increasing the number of prosecutions and convictions; and
- d. Provide support, therapy, and crisis intervention for victims/witnesses and their families.

III. PARTNER AGENCIES

The following agencies are included as part of the CART. These agencies are referred to as "Contractor" under the General Terms of this MOU.

- **Office of the Tulare County District Attorney (District Attorney's Office);**
- **Tulare County Health & Human Services Agency, Child Welfare Services (CWS);**
- **California Highway Patrol (CHP);**
- **The following Tulare County Law Enforcement Agencies:**
 - **College of the Sequoias Police Department;**
 - **Dinuba Police Department;**
 - **Exeter Police Department;**
 - **Farmersville Police Department;**
 - **Lindsay Police Department;**
 - **Porterville Police Department;**
 - **Tulare County Sheriff;**
 - **Tulare Police Department;**
 - **Visalia Police Department; and**
 - **Woodlake Police Department**

IV. INTAKE CRITERIA

The interview will be available in the following situations:

- a. All cases involving potential physical, sexual, and emotional abuse and/or neglect of child victims age 14 and under;

- b. Cases involving a child age 14 and under who is a potential witness to any crime; or
- c. Cases involving developmentally disabled adults as victims or witnesses to a crime, on a case by case basis at the request of any team member.

V. INTERVIEW PROTOCOL

Once a qualifying complaint is made, the following shall occur:

- a. Law enforcement agencies will contact the child interview specialist for an interview appointment as soon as possible. The child interview specialist is available Monday through Friday, from 8:00 a.m. to 5:00 p.m. Cases reported after hours can be scheduled for immediate interviews on an emergency case by case basis. All other interviews will be scheduled on the next available working day.
- b. The law enforcement officer from the reporting agency will meet jointly with the deputy district attorney, child interview specialist, CWS social worker, and advocate assigned to the case to discuss any information regarding the investigation that could assist the child interview specialist in determining the scope of the interview.
- c. Once this information has been collected, the child interview specialist will take the child into the interview room, and the law enforcement officer, deputy district attorney, and CWS social worker will view the interview in a separate room via the closed circuit camera system. The advocate will meet with the family/guardians who accompanied the child to the interview.
- d. The law enforcement officer will communicate with the child interview specialist via an earpiece the specialist will wear throughout the interview. Any additional questions that the law enforcement officer and/or deputy district attorney have for the child can be relayed in this manner.

- e. All videos will be recorded. Law enforcement agencies will be responsible for providing a blank DVD to the specialist so they may receive a copy of the recorded interview.
- f. If a victim is represented by a victims' rights attorney, the attorney shall be permitted to view the interview on a closed circuit monitor. The attorney cannot be present in the room during the interview.

VI. PARTNER AGENCY ROLES

The role of each CART agency is defined as follows:

District Attorney's Office

- a. Provide a child interview specialist to conduct the CART interview for the purpose of eliciting information from suspected child victims and/or witnesses for use in criminal proceedings. The specialist shall not be an investigator, an advocate, or partisan party.
- b. Send the interviewer to specialized training on conducting forensic interviews with children.
- c. The interviewer will conduct the interview in either English or Spanish. If any other language is spoken by the victim, the District Attorney's Office shall arrange for an interpreter, through a confidential, professional translation agency, to be present in the room to assist the interviewer.
- d. Provide the room and equipment for the CART in a location other than the courthouse.
- e. Have a deputy district attorney present during all CART interviews to obtain information necessary for filing and to assess the demeanor, competency, and

- credibility of the child witness.
- f. Provide a victim advocate to attend every CART interview and offer services and support to the child's family/legal guardians.
 - g. Consult with law enforcement officers to determine the nature and extent of any supplemental investigation which may be necessary.
 - h. Collaborate with law enforcement officers to determine whether a medical examination may be necessary.
 - i. Based on the interview and follow-up investigation, determine whether criminal charges are appropriate, and if so, what charges will be filed.
 - j. Exchange information between the District Attorney's office, law enforcement agencies, and CWS.
 - k. Assist in the development of protocols.
 - l. Ensure that all staff assigned to the CART receive appropriate initial and ongoing training specific to this discipline.

Law Enforcement Agencies

- a. Law enforcement officers will obtain initial information from the reporting party and, if necessary, have a very brief discussion with the reporting victim/witness to ascertain the following:
 - Whether the elements of a child physical or sexual assault exist;
 - Date of alleged incident; and
 - Whether the child is still in jeopardy
- b. Once a qualifying complaint is made, contact the child interview specialist to make an appointment for an interview as soon as possible.

- c. In cases where an arrest is made, all efforts must be made to schedule a CART interview before the day a filing decision must be made by the deputy district attorney. If unsure of the custody status of the suspect, the law enforcement officer can contact the District Attorney's office for assistance, and to determine when a CART will be scheduled.
- d. A law enforcement officer will observe the CART interview and conduct any supplemental investigation requested by the deputy district attorney.
- e. If a CART interview will be conducted in Spanish, the law enforcement officer is responsible for bringing along another officer from his/her department to translate the interview for the assigned officer.
- f. It will be the responsibility of law enforcement to contact and confirm the appointment with the victim's parent and/or guardian.
- g. Assist in the development of protocols.
- h. Ensure that all staff assigned to the CART receive appropriate initial and ongoing training specific to this discipline.

Child Welfare Services

- a. Receive and assign a child abuse referral to an emergency response worker.
- b. The emergency response worker may observe the CART interviews for any children when a child abuse referral has been made.
- c. CWS may request a CART interview in a case where law enforcement is not involved on a case-by-case basis.
- d. Assist in the development of protocols.
- e. Ensure that all staff assigned to the CART receive appropriate initial and ongoing

training specific to this discipline.

VII. CONFIDENTIALITY

All key partner agency staff are to be trained on victim confidentiality and privacy rights, and must abide by applicable laws and regulations specific to each respective agency, including but not limited to Marsy's Law, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), California Penal Code section 293(a), and Welfare and Institutions Code Section 830.

VIII. PROTOCOLS

CART members and their respective agencies will collaboratively discuss, develop and implement any program improvements and protocols identified as necessary to the success of the team and its goals.

IX. COMPENSATION

All CART agencies will provide services toward this MOU on an unfunded basis. There is no compensation associated with this agreement.

X. TERM

This Agreement is effective beginning _____, and shall be in effect until _____, or until otherwise modified by written consent of all involved parties.

XI. GENERAL TERMS

1. INDEPENDENT CONTRACTOR STATUS:

(a) This Agreement is entered into by all parties with the express understanding that CONTRACTOR will perform all services required under this Agreement as an independent contractor. Nothing in this Agreement shall be construed to constitute the CONTRACTOR or any of its agents, employees or officers as an agent, employee or officer of COUNTY.

(b) CONTRACTOR agrees to advise everyone it assigns or hires to perform any duty under this agreement that they are not employees of COUNTY. Subject to any performance criteria contained in this Agreement, CONTRACTOR shall be solely responsible for determining the means and methods of performing the specified services and COUNTY shall have no right to

control or exercise any supervision over CONTRACTOR as to how the services will be performed. As CONTRACTOR is not COUNTY'S employee, CONTRACTOR is responsible for paying all required state and federal taxes. In particular, COUNTY will not:

1. Withhold FICA (Social Security) from CONTRACTOR'S payments.
2. Make state or federal unemployment insurance contributions on CONTRACTOR'S behalf.
3. Withhold state or federal income tax from payments to CONTRACTOR.
4. Make disability insurance contributions on behalf of CONTRACTOR.
5. Obtain unemployment compensation insurance on behalf of CONTRACTOR.

(c) Notwithstanding this independent contractor relationship, COUNTY shall have the right to monitor and evaluate the performance of CONTRACTOR to assure compliance with this Agreement.

2. **COMPLIANCE WITH LAW:** CONTRACTOR shall provide services in accordance with applicable Federal, State, and local laws, regulations and directives. With respect to CONTRACTOR'S employees, CONTRACTOR shall comply with all laws and regulations pertaining to wages and hours, state and federal income tax, unemployment insurance, Social Security, disability insurance, workers' compensation insurance, and discrimination in employment.

3. **GOVERNING LAW:** This Agreement shall be interpreted and governed under the laws of the State of California without reference to California conflicts of law principles. The parties agree that this contract is made in and shall be performed in Tulare County, California.

4. **RECORDS AND AUDIT:** CONTRACTOR shall maintain complete and accurate records with respect to the services rendered and the costs incurred under this Agreement. In addition, CONTRACTOR shall maintain complete and accurate records with respect to any payments to employees or subcontractors. All such records shall be prepared in accordance with generally accepted accounting procedures, shall be clearly identified, and shall be kept readily accessible. Upon request, CONTRACTOR shall make such records available within Tulare County to the Auditor of Tulare County and to his agents and representatives, for the purpose of auditing and/or copying such records for a period of five (5) years from the date of final payment under this Agreement.

5. **CONFLICT OF INTEREST:**

(a) CONTRACTOR agrees to, at all times during the performance of this Agreement, comply with the law of the State of California regarding conflicts of interests and appearance of conflicts of interests, including, but not limited to Government Code Section 1090 et seq., and

the Political Reform Act, Government Code Section 81000 et seq. and regulations promulgated pursuant thereto by the California Fair Political Practices Commission. The statutes, regulations and laws previously referenced include, but are not limited to, prohibitions against any public officer or employee, including CONTRACTOR for this purpose, from making any decision on behalf of COUNTY in which such officer, employee or consultant/contractor has a direct or indirect financial interest. A violation can occur if the public officer, employee or consultant/contractor participates in or influences any COUNTY decision which has the potential to confer any pecuniary benefit on CONTRACTOR or any business firm in which CONTRACTOR has an interest, with certain narrow exceptions.

(b) CONTRACTOR agrees that if any facts come to its attention which raise any questions as to the applicability of conflicts of interests laws, it will immediately inform the COUNTY designated representative and provide all information needed for resolution of this question.

6. **INSURANCE:** Prior to approval of this Agreement by COUNTY, CONTRACTOR shall file with the Clerk of the Board of Supervisors evidence of insurance as set forth in **Exhibit A** attached, which outlines the minimum scope, specifications, and limits of insurance required under this Agreement. Additional insured endorsements required as outlined in Exhibit A shall not be used to reduce limits available to COUNTY as an additional insured from CONTRACTOR's full policy limits. Insurance policies shall not be used to limit liability or to limit the indemnification provisions and requirements of this Agreement or act in any way to reduce the policy coverage and limits available from the insurer(s). Failure to maintain or renew coverage, or to provide evidence of renewal, may be considered a material breach of this Agreement.

7. **INDEMNIFICATION:** CONTRACTOR shall hold harmless, defend and indemnify COUNTY, its agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, including COUNTY property, arising from, or in connection with, the performance by CONTRACTOR or its agents, officers and employees under this Agreement. This indemnification specifically includes any claims that may be made against COUNTY by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, and any claims made against COUNTY alleging civil rights violations by CONTRACTOR under Government Code sections 12920 et seq. (California Fair Employment and Housing Act), and any fines or penalties imposed on COUNTY for CONTRACTORS failure to provide form DE-542, when applicable. This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.

8. **TERMINATION:** Each CONTRACTOR has the right to terminate this Agreement with consent of the funding source by giving thirty (30) days prior written notice to the other Parties of intention to terminate pursuant to this provision, specifying the date of termination. Parties will be paid compensation earned for work performed and not previously paid for to the date of termination. No lost anticipated profits or other economic loss will be paid. The payment

TULARE COUNTY CHILD ABUSE RESPONSE TEAM
MEMORANDUM OF UNDERSTANDING

Last Revision Date: January 5, 2018

of such compensation is subject to the restrictions on payment of compensation provided in this Agreement. No sanctions will be imposed.

9. **LOSS OF FUNDING:** It is understood and agreed that if the funding is either discontinued or reduced for this project for the COUNTY, that the COUNTY shall have the right to terminate this Agreement. In such event, the affected party shall provide the other party with at least thirty (30) days prior written notice of such termination.

10. **FORM DE-542:** If CONTRACTOR is an individual, CONTRACTOR acknowledges that this Agreement is subject to filing obligations pursuant to Unemployment Insurance Code Section 1088.8. Accordingly, COUNTY has an obligation to file a report with the Employment Development Department, which report will include the CONTRACTOR's full name, social security number, address, the date this contract was executed, the total amount of the contract, the contract's expiration date or whether it is ongoing. CONTRACTOR agrees to cooperate with COUNTY to make such information available and to complete Form DE- 542. Failure to provide the required information may, at COUNTY's option, prevent approval of this Agreement, or be grounds for termination by COUNTY.

11. **NOTICES:** Except as may be otherwise required by law, any notice to be given shall be written and shall be either personally delivered, sent by facsimile transmission or sent by first class mail, postage prepaid, to each CONTRACTOR'S agency head. Notice personally delivered is effective when delivered. Notice sent by facsimile transmission is deemed to be received upon successful transmission. Notice sent by first class mail shall be deemed received on the fifth day after the date of mailing.

12. **ASSIGNMENT/SUBCONTRACTING:** Unless otherwise provided in this Agreement, COUNTY is relying on the personal skill, expertise, training and experience of CONTRACTOR and CONTRACTOR'S employees and no part of this Agreement may be assigned or subcontracted by CONTRACTOR without the prior written consent of COUNTY.

13. **DISPUTE RESOLUTION:** If a dispute arises out of or relating to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by non-binding mediation before resorting to litigation or some other dispute resolution procedure, unless the parties mutually agree otherwise. The mediator shall be mutually selected by the parties, but in case of disagreement, the mediator shall be selected by lot from among two nominations provided by each party. All costs and fees required by the mediator shall be split equally by the parties, otherwise each party shall bear its own costs of mediation. If mediation fails to resolve the dispute within 30 days, either party may pursue litigation to resolve the dispute.

14. **FURTHER ASSURANCES:** Each party will execute any additional documents and perform any further acts that may be reasonably required to effect the purposes of this Agreement.

15. **CONSTRUCTION:** This Agreement reflects the contributions of all undersigned parties and accordingly the provisions of Civil Code section 1654 shall not apply to address and interpret any alleged uncertainty or ambiguity.

16. **HEADINGS:** Section headings are provided for organizational purposes only and do not in any manner affect the scope, meaning or intent of the provisions under the headings.

17. **NO THIRD-PARTY BENEFICIARIES INTENDED:** Unless specifically set forth, the parties to this Agreement do not intend to provide any other party with any benefit or enforceable legal or equitable right or remedy.

18. **WAIVERS:** The failure of either party to insist on strict compliance with any provision of this Agreement shall not be considered a waiver of any right to do so, whether for that breach or any subsequent breach. The acceptance by either party of either performance or payment shall not be considered to be a waiver of any preceding breach of the Agreement by the other party.

19. **EXHIBITS AND RECITALS:** The recitals and the exhibits to this Agreement are fully incorporated into and are integral parts of this Agreement.

20. **CONFLICT WITH LAWS OR REGULATIONS/SEVERABILITY:** This Agreement is subject to all applicable laws and regulations. If any provision of this Agreement is found by any court or other legal authority, or is agreed by the parties to be, in conflict with any code or regulation governing its subject matter, only the conflicting provision shall be considered null and void. If the effect of nullifying any conflicting provision is such that a material benefit of the Agreement to either party is lost, the Agreement may be terminated at the option of the affected party. In all other cases the remainder of the Agreement shall continue in full force and effect.

21. **ENTIRE AGREEMENT REPRESENTED:** This Agreement represents the entire agreement between CONTRACTOR and COUNTY as to its subject matter and no prior oral or written understanding shall be of any force or effect. No part of this Agreement may be modified without the written consent of both parties.

22. **ASSURANCES OF NON-DISCRIMINATION:** CONTRACTOR shall not discriminate in employment or in the provision of services on the basis of any characteristic or condition upon which discrimination is prohibited by state or federal law or regulation.

(a) It is recognized that both the Contractor and the County have the responsibility to protect County employees and clients from unlawful activities, including discrimination and sexual harassment in the workplace. Accordingly, Contractor agrees to provide appropriate training to its employees regarding discrimination and sexual harassment issues, and to promptly and appropriately investigate any allegations that any of its employees may have engaged in improper discrimination or harassment activities. The County, in its sole discretion, has the right to require Contractor to replace any employee who provides services of any kind to County pursuant to this Agreement with other employees where County is concerned that its employees

TULARE COUNTY CHILD ABUSE RESPONSE TEAM
MEMORANDUM OF UNDERSTANDING

Last Revision Date: January 5, 2018

or clients may have been or may be the subjects of discrimination or harassment by such employees. The right to require replacement of employees as aforesaid shall not preclude County from terminating this Agreement with or without cause as provided for herein.

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

OFFICE OF THE TULARE COUNTY DISTRICT ATTORNEY

Name: Tim Ward

Title: District Attorney

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

**TULARE COUNTY HEALTH & HUMAN SERVICES AGENCY,
CHILD WELFARE SERVICES**

Name: Jason T. Britt

Title: Director

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

CALIFORNIA HIGHWAY PATROL

Name: XXXXXXXXXXXXXXXXXXXX

Title: XXXX

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

COLLEGE OF THE SEQUOIAS POLICE DEPARTMENT

Name: XXXXXXXXXXXXXXXXXXXX

Title: Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

DINUBA POLICE DEPARTMENT

Name: XXXXXXXXXXXXXXXX

Title: Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

EXETER POLICE DEPARTMENT

Name: John Hall

Title: Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

FARMERSVILLE POLICE DEPARTMENT

Name: XXXXXXXXXXXXXXXX

Title: Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

LINDSAY POLICE DEPARTMENT

Name: XXXXXXXXXXXXXXX

Title: Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

PORTERVILLE POLICE DEPARTMENT

Name: Eric Kroutil

Title: Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

TULARE COUNTY SHERIFF'S DEPARTMENT:

Name: Mike Boudreaux

Title: Sheriff-Coroner

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

TULARE POLICE DEPARTMENT

Name: xxxxxxxxxxxxxx

Title: Interim Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

VISALIA POLICE DEPARTMENT

Name: Jason Salazar

Title: Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

WOODLAKE POLICE DEPARTMENT

Name: Michael Marquez

Title: Police Chief

Signature: _____

Date: _____

DRAFT

APPROVAL

Having read and considered the above provisions, all parties indicate their agreement by their authorized signatures below.

COUNTY OF TULARE

Date: _____ BY _____
Chairman, Board of Supervisors

ATTEST: MICHAEL C. SPATA
County Administrative Officer/Clerk of the Board
of Supervisors of the County of Tulare

By _____
Deputy Clerk

Approved as to Form
County Counsel

By _____
Deputy

Date _____

Exhibit A

Professional Services Contracts Insurance Requirements

DRAFT

APPENDIX C
Project Summary

PROJECT SUMMARY

1. Subaward #: _____

2. PROJECT TITLE _____

3. PERFORMANCE PERIOD

_____ to _____

4. SUBRECIPIENT

Name: _____ Phone: _____

Address: _____ Fax #: _____

City: _____ Zip: _____

5. GRANT AMOUNT

(this is the same amount as 12G of the Grant Subaward Face Sheet)

_____ \$

6. IMPLEMENTING AGENCY

Name: _____ Phone: _____ Fax #: _____

Address: _____ City: _____ Zip: _____

7. PROGRAM DESCRIPTION

8. PROBLEM STATEMENT

9. OBJECTIVES

10. ACTIVITIES

11. EVALUATION (if applicable)

12. NUMBER OF CLIENTS
(if applicable)

13. PROJECT BUDGET (these are the same amounts as on Budget Pages)				
	Personal Services	Operating Expenses	Equipment	TOTAL
Totals:				

APPENDIX D

Project Service Area Information (Cal OES 2-154)

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.

Tulare County*

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

21*

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.

34*

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.

18*

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

454,143