



**Sheriff's Office
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
EDDIE VALERO
District Four
DENNIS TOWNSEND
District Five

AGENDA DATE: January 28, 2020 REVISED

Public Hearing Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Published Notice Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Advertised Published Notice	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Meet & Confer Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Personnel Resolution attached	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
CONTACT PERSON: Ed Lardner, Grant Specialist PHONE: (559) 802-9462		

SUBJECT: Authorize the submission of an Office on Violence Against Women grant application

REQUEST(S):

That the Board of Supervisors:

1. Ratify and approve the submission of a grant application for funding from the U.S. Department of Justice, Office on Violence Against Women, Fiscal Year 2020 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program up to the maximum grant award amount of \$1,000,000. The period of the grant will be from October 1, 2020 through September 30, 2024;
2. Ratify and approve as part of the grant application, the Memorandum of Understanding between the grant partners, the Tulare County Sheriff's Office, Tulare County District Attorney's Office, Tulare County Probation Department, and Family Services of Tulare County;
3. Ratify and approve as part of the grant application the certification letters; and
4. Ratify the Chairman's signature on the Memorandum of Understanding, the grant application, and the required certification letters.

SUMMARY:

The Federal Office on Violence Against Women (OVW) awarded the Sheriff's Office similar grants in the past, most recently a total grant award of \$450,000 for a three year grant period in 2017 to operate the Sheriff's Office Safety and Accountability in

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Family Environments (SAFE) program. The SAFE team is composed of a detective from the Sheriff's Office, a probation officer from the Probation Department, and a victim's advocate from Family Services of Tulare County. The District Attorney's Office prosecutes offenders apprehended by the SAFE team.

Over the years the grant program has allowed the Sheriff's Office and its SAFE team partners to serve victims of sexual assault, domestic violence, dating violence and stalking. The SAFE team assisted these victims in obtaining restraining orders against alleged assailants; obtain emergency housing and other critical aid; prosecute those committing these crimes; and carefully monitor those convicted of these crimes on probation, including ensuring they attend state-mandated batterer prevention classes.

The Department is requesting the Board ratify and approve the submission of a grant application to the Office on Violence Against Women for funding to continue to operate the SAFE program. The grant application review process requires a Memorandum of Understanding (MOU) be signed by all SAFE team members and be submitted with the grant application. The MOU outlines the SAFE team member's responsibilities during the grant period. The following term substantively deviates from the County's standard boilerplate: the Memorandum of Understanding requires mutual indemnification.

FISCAL IMPACT/FINANCING:

The Sheriff's Office is applying for a grant with a maximum award amount of up to \$1,000,000 under the Fiscal Year 2020 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program. If awarded, the grant will pay for portions of the salary and benefits of a Sheriff's detective, a Probation officer, a Deputy District Attorney, and a victim's advocate from Family Services of Tulare County.

The Sheriff's Office, Probation Department, and District Attorney's Office will use General Fund (County agencies) and Family Services of Tulare County (Community Based Non Profit Agency) private funds (Family Services) to pay for the balance of their staffing in the program. The Sheriff's Office will serve as fiscal agent for the grant. There is no additional net County cost to the General Fund.

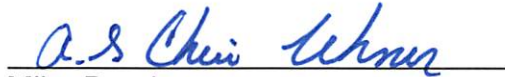
LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The Tulare County Strategic Business Plan includes a Security and Safety initiative. The Tulare County Safety and Accountability in Family Environments (SAFE) program addresses this initiative by investigating and prosecuting victims of sexual assault, domestic violence, dating violence, and stalking in the County. The program also assists victims of such crimes with obtaining protection orders, emergency housing, and other essential aid and services.

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ADMINISTRATIVE SIGN-OFF:



Mike Boudreaux
Sheriff-Coroner

cc: County Administrative Office

Attachment(s) Grant application

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF AUTHORIZE THE)
SUBMISSION OF AN OFFICE ON) Resolution No. _____
VIOLENCE AGAINST WOMEN GRANT) Agreement No. _____
APPLICATION)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Ratified and approved the submission of a grant application for funding from the U.S. Department of Justice, Office on Violence Against Women, Fiscal Year 2020 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program up to the maximum grant award amount of \$1,000,000. The period of the grant will be from October 1, 2020 through September 30, 2024;
2. Ratified and approved as part of the grant application, the Memorandum of Understanding between the grant partners, the Tulare County Sheriff's Office, Tulare County District Attorney's Office, Tulare County Probation Department, and Family Services of Tulare County;
3. Ratified and approved as part of the grant application the certification letters; and
4. Ratified the Chairman's signature on the Memorandum of Understanding, the grant application, and the required certification letters.

**FY 2020 ICJR Summary Data Sheet
County of Tulare**

1	<i>Authorized representative:</i>	Pete Vander Poel, Chairman, Tulare County Board of Supervisors 2800 W. Burrel Ave., Suite G, Visalia, CA 93291 (559) 636-5000; grants@co.tulare.ca.us
2	<i>Grant point-of-contact:</i>	Chad Rhyman, Lieutenant, Tulare County Sheriff's Office, 833 S. Akers Street, Visalia, CA 93277 (559) 802-9524; crhyman@co.tulare.ca.us
3	<i>Pass Through Entity:</i>	Should an award be made, the County of Tulare will be responsible for all statutory, fiscal and programmatic requirements, including those of 2 CFR Part 200, as well as all project deliverables. The County of Tulare is one entity providing services of a part-time domestic violence detective while at the same time serving as a "Pass Through Entity" with its partner agencies. The entities we have agreements with are Family Services who will provide a part-time victim advocate and 24/7 domestic violence resources to law enforcement and victim at the crime scene. Probation will provide a part-time officer for follow up with convicted offenders. The District Attorney will provide victim literature in Spanish/English along with victim advocacy services and a part-time prosecutor assigned to domestic violence cases. A detailed list of responsibilities of each entity is described in the MOU as part of the application package.
4	<i>Statement about federal funds expended, \$750,000 and over:</i>	The County of Tulare expended more than \$750,000 in federal funds for the Sheriff's Office during the most recently completed fiscal year (July 1, 2018, through June 30, 2019).
5	<i>Summary of all current and pending OVW grants:</i>	We currently are the recipient of the OVW Fiscal Year 2017 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program. See Summary grant table for additional information.
6	<i>Non Profit Status:</i>	County of Tulare (unit of local government) is not a nonprofit organization.
7	<i>Current or Recent OVW Projects:</i>	No other grants. See Summary grant table for additional information.
8	<i>Offshore Accounts:</i>	The County of Tulare does not have offshore accounts.
9	<i>Safe Harbor:</i>	The County of Tulare is not a nonprofit organization.
10	<i>Approximate percent of grant activities:</i>	<ul style="list-style-type: none"> • Sexual assault 5% • Domestic violence 90%

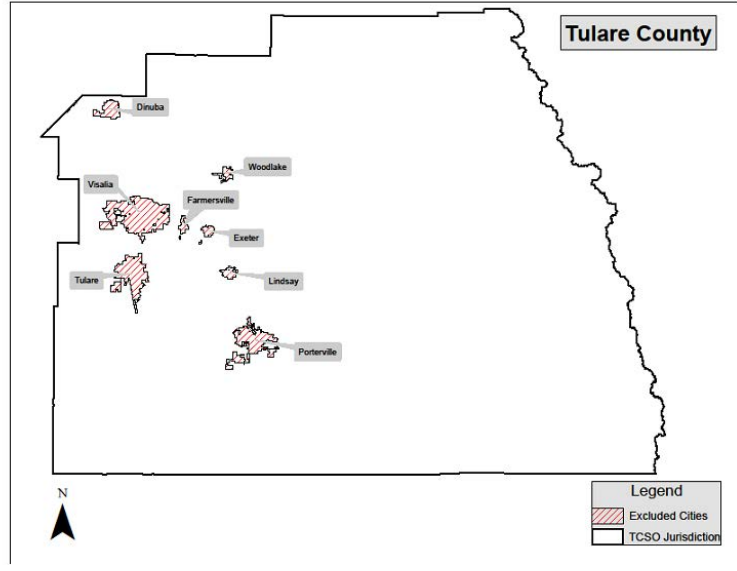
		<ul style="list-style-type: none"> • Dating/teen dating violence 2% • Stalking 3%
11	<i>Recipient, or partner / sub recipient, on a current grant or pending application for this grant program:</i>	The County of Tulare is a recipient of the 2017 ICJR grant.
12	<i>Proposed project partner / sub recipient is a recipient, or partner / sub recipient, on a current grant or pending application for this grant program:</i>	All partners are sub recipient's on the 2017 ICJR grant and will be sub recipients on the 2020 ICJR grant.
13	<i>Purpose area:</i>	3 and 22
14	<i>Statutory priorities the application addresses:</i>	<ol style="list-style-type: none"> 1) A strong commitment to enforcing all grant DV, stalking and sexual assault laws, prosecution, and enforcement of protective orders, regardless of jurisdiction. 2) We currently have an ineffective records management system (RMS) that does not link all law enforcement agencies in our County and the neighboring county, nor with prosecutors and the Court. We just entered into an agreement to install a robust data collection, communications, and analysis RMS that will allow immediate sharing of in progress crimes, arrest, and protective order tracking and violation, along with victim notification of suspect release from custody, county wide and with neighboring counties. Implementation will be complete in approximately 12-months.
15	<i>Program-specific priority area:</i>	Purpose Area 3, Our SAFE program recently developed and is enhancing our DVHRT Purpose Area 22, to centralize and coordinate law enforcement, prosecution, victim services, and probation responsibility for high risk domestic violence, dating violence, sexual assault, and stalking cases using a team approach to share data, information, develop case management, and reduce future incidents.
16	<i>Addresses the OVW priority area to "reduce violent crime against women and promote</i>	The activities proposed in this application fit within two of the Priority Areas identified. The continued development and implementation of DVHRT will strengthen and revitalize our coordinated community response focusing on marginalized

	<i>victim safety:</i>	<p>rural communities. We have implemented Dr. Campbell's lethality assessment, along with the corresponding DVHRT to address identified cases and hope to expand the program to other law enforcement agencies in the county. Additionally, the partners have different outreach programs to increase access to OVW programming in rural and poor communities. The Tulare County Sheriff's Office has policies in place to address gender bias when responding to sexual assault and domestic violence and actively seeks out opportunities to provide additional training to its deputies.</p> <p>The framework and logistics for a centralized handling of cases involving sexual assault, domestic violence, dating violence and stalking has recently been developed and is in place, to include DVHRT, to reduce or eliminate DV homicide. Tulare County is the first jurisdiction on the west coast to implement Dr. Campbell's lethality assessment tool which demonstrates the commitment of the partners to strong enforcement of laws and prosecution of sexual assault, domestic violence, dating violence and stalking cases.</p>
17	<i>Rural priority area:</i>	<p>Tulare County is one of the 36 out of the 58 counties in California considered "rural", with much of the 4,824 sq. miles of land either agricultural or federal forest. There are 8 incorporated cities and 71 unincorporated mostly rural communities, with populations of only a few hundred in each unincorporated area, averaging 99 people per sq. mile spread out throughout the county. 69.8% of County residents live within an incorporated city. The county is the 6th largest land mass in California. These rural communities have little to no support services, having to travel sometimes up to 47 miles for government or nonprofit services. Each patrol deputy is responsible for approximately 438 sq. miles and in mountainous areas where many rural residents live.</p>
18	<i>Lead applicant:</i>	<p>Tulare County Sheriff's Office, a unit of local government, is the lead applicant and will oversee the fiscal and program requirements.</p>
19	<i>Project Focus:</i>	<p>The project will focus on the unincorporated rural areas of Tulare County, with assistance to the incorporated cities as requested.</p>
20	<i>Legislative period:</i>	<p>The 2020 California Legislature convenes January 5, 2020 thru August 31, 2020.</p>
21	<i>HIV Compliance:</i>	<p>The County is in compliance with the HIV certification requirement.</p>

22

Project service area:

Tulare County has 4,824 square miles with eight small incorporated cities.



FY 2020 ICJR PROJECT NARRATIVE (Work in progress)

A. Purpose of Application

1. Describe the challenge or need faced by the community and how the goal for the project will meet that need.

To be completed.

2. Community to be served, including geographic location and population size:

Although Tulare County's \$7.21 billion dairy and agricultural industry ranked as the #2 agricultural producing county in the entire United States (Tulare County Farm Bureau 2018), poverty is pervasive. Tulare County is one of the poorest in California with 27.2% of residents living in poverty compared to 13.3 % statewide (Census Bureau, 2019); 50% of County residents receives government aid, one of the largest proportions in California (Donna Ortiz, Deputy Director, Tulare County Social Services 2015). 48.2% of Tulare County children live in poverty compared to 19.5% statewide (U.S. Census Bureau, American Community Survey Dec. 2018). Unemployment has consistently been in double digits and as of December 2016, Tulare County has an unemployment rate of 8.5%, the highest of all counties within the San Joaquin Valley (California Employment Development Department 2019).

The FY 2020 Safety and Accountability in Family Environments (SAFE) Program and Domestic Violence High Risk Team services will continue to be implemented in rural Tulare County with assistance provided to urban areas as needed. The County is an agricultural region in California's San Joaquin Valley, midway between Los Angeles and the San Francisco Bay Area. At 4,824 sq. miles, Tulare County is approximately the size of the State of Connecticut. The area includes eight smaller incorporated cities that the County provides services to as

needed. Approximately 144,741 residents live in the unincorporated rural areas, with a total County population of 479,112 (County of Tulare Report, 2019).

3. What makes the geographic service area a rural priority area:

Tulare County is one of the 36 out of the 58 counties in California considered “rural”, with much of the 4,824 sq. miles of land either agricultural or federal forest. There are 8 incorporated cities and 71 unincorporated mostly rural communities, with populations of only a few hundred in each unincorporated area, averaging 99 people per sq. mile spread out throughout the county. 69.8% of County residents live within an incorporated city. The county is the 6th largest land mass in California. These rural communities have little to no support services, having to travel sometimes up to 47 miles for government or nonprofit services. Each patrol deputy is responsible for approximately 438 sq. miles and in mountainous areas where many rural residents live.

4. Purpose area(s) the application is proposing to address.

Purpose Area 3, enhancing our law enforcement response and centralized unit to improve arrest policies and protective order enforcement. Purpose Area 22 to continue use of our newly developed multidisciplinary high risk team by refining processes as we start the evaluation process of referred cases.

5. Program-specific statutory priority areas:

- 1) A strong commitment to enforcing all grant DV, stalking and sexual assault laws, prosecution, and enforcement of protective orders, regardless of jurisdiction.
- 2) We currently have an ineffective records management system (RMS) that does not link all law enforcement agencies in our County and the neighboring county, nor with prosecutors and the Court. We just entered into an agreement to install a robust data

collection, communications, and analysis RMS that will allow immediate sharing of in progress crimes, arrest, and protective order tracking and violation, along with victim notification of suspect release from custody, county wide and with neighboring counties. Implementation will be complete in approximately 12-months.

6. Problem to be addressed:

Sheriff statistics for 2017 – 2019 reflect this countywide problem and its correlation with related demographics. Hispanics comprised 1,290 or 67.1% (compared to 2014-2016 of 61.37%) of domestic violence related victims; Caucasians 414 or 21.5%; and the balance 218 or 11.4% split between individuals self-identified as Asian, Native American, African-American, or Native Hawaiian/Pacific Islander. The current SAFE team investigated 1,922 cases of sexual assault, domestic violence, dating violence, and stalking while making 1,059 arrests. As a County with a high number of migrant farm workers, a high level of poverty, 51.5% limited English proficiency, and a small tax base, the internal funding mechanisms to provide enough resources to all SAFE Program partners is not present to sustain and improve the level of services available to victims.

7. Need for the project:

The California Attorney General's Statistics Center (2020) records illustrate that from 2009 – 2018 there were 6,017 domestic violence criminal complaint related calls for service in the unincorporated targeted area, with 75 resulting in strangulation and 6 suffocations. Tulare County Sheriff's Office data from 2017 – 2019 there were 5,009 domestic violence / domestic disturbance related calls, resulting in 1,059 arrests in the rural areas of the County that were made to the Sheriff's Office with many callers indicating the use of a weapon during the incident. A Tulare County Sheriff's Office review of all 37 homicide cases from 2017 – 2019

found that 8 (2 were children) (21.6 %) were domestic violence related. Tulare County is in the top 20 of the 58 counties for domestic violence calls, at a rate of 7.6 calls per 1,000 residents compared to the California average of 6.9.0 per 1,000 (Kidsdata.org 2016).

8. Current gaps to providing service:

Through the SAFE program, we have developed policies and protocols for a coordinated response to underserved victims of domestic violence. We are discovering where additional staff and resources are needed as we have established a Domestic Violence High Risk Team (DVHRT) with assistance from the Jeanne Geiger Crisis Center which became operational in 2018. Through this grant application, maintaining current dedicated staff will help us improve assessment procedures and DVHRT cases. Improvements will be made in our outreach efforts to rural and poor communities as well as the immigrant population in particular individuals who do not speak English. Protocols have been developed are being refined for sharing of information while maintaining confidentiality and are continually evolving.

9. Impact of current or prior efforts in the service area:

During reporting period July 1, 2017 to December 31, 2019, the SAFE Program served a total of 1627 victims. We assisted all 1,627 victims with various civil legal issues including orders of protection, child custody and visitation and divorces. We investigated hundreds of reported incidents of sexual assault, domestic/dating violence, and stalking. Over 100 offenders completed a court-ordered batterer's treatment program under our supervision during 2018 and 2019. The SAFE Program has served hundreds of rural victims of sexual assault, stalking, and domestic/dating violence each year. By leveraging the network of victim services offered by nonprofit and governmental agencies in the county, the SAFE program has helped victims mitigate the effects of the abuse.

The SAFE team follows a case from the initial police investigation, through prosecution and subsequent court-ordered probation of the offender while providing support and advocacy for the victim. Being involved in every step allows the team partners to identify additional programs or resources that may benefit victims such as emergency or transitional housing through FSTC, or victim/witness services through the District Attorney's Office.

In 2019 Family Services emergency domestic violence shelter *Karen's House* continued with its 24/7 hotline for victims seeking shelter or other support from the program. Additionally, domestic violence advocates responded 241 calls from law enforcement, and provided legal advocacy to 330 victims in need of temporary restraining orders. In 2015 shelter was provided for 131 women and 114 children; we responded to 426 crisis calls on our 24-hour DV hotline; responded to 179 victims of sexual assault - 48% of who were children and accompanied 82 victims to evidentiary exams. Susan H. Lewis in *Unspoken Crimes: Sexual Assault in Rural America* (2003) notes that advocates contend that difficulties facing victims in rural areas require specifically trained sexual assault service providers. Family Services operates the only Rape Crisis Center in Tulare County and in fiscal year 2018-2019 provided services to 381 victims of rape and sexual assault and accompanied 101 victims to forensic medical examinations. Additionally, Family Services of Tulare County coordinates the area's Sexual Assault Response Team which meets on a bi-monthly basis to review cases, coordinate efforts, and train members to respond effectively to victims.

In 2019 Probation made 1,284 telephone and 678 face-to-face contacts with offenders and supervised 722 offenders in court-ordered batterers' intervention programs. They supervised a domestic violence monthly case load of up to 134 offenders, attempted 805 home contacts, 569

probation searches, and made 164 contacts with the victims of these supervised offenders, while issuing arrest warrants in 54 different cases.

B. What Will Be Done

1. Challenge or need identified to include rural priority, how the project will address the challenges associated with the remoteness of the service area.

To be completed.

2. Performance measurement: Describe how the applicant will measure its progress in achieving the project's goal(s)/vision. Identify targeted outcome(s) and describe any tool(s) the applicant will use to track those outcomes and report them to OVW. Tools may include OVW performance progress reports and logic model templates (both available at www.vawamei.org).

To be completed.

3. Provide a comprehensive description of the overall strategy and describe the specific tasks and activities necessary to accomplish the goals and objectives.

To be completed.

4. Applications addressing purpose areas 1-21: provide a detailed 36-month timeline with a list of key activities and milestones to take place within the award performance period grouped by month or quarter.

To be completed.

5. Applications addressing purpose area 22: provide a detailed 48-month timeline with a list of key activities and milestones to take place within the award performance period grouped by month or quarter.

To be completed.

6. Describe why the applicant anticipates that the project will be successful, and describe how the applicant will determine if the project goals are accomplished.

To be completed.

7. If applicable, describe specifically how the proposed project will reduce violent crime against women and promote victim safety through activities under purpose areas 1, 3, 6, 8, 10, 11, 14, 19, and/or 22.

Our purpose area's identified are 3 and 22. To be completed.

8. Addressing sexual assault through activities under purpose areas 11 and 19:

We will be addressing purpose area 3 and 22.

9. Describe how the applicant will move to project sustainability:

Towards the termination of the grant period, each partner will review funds required to sustain the project and ask their respective funding source for addition funds to maintain the SAFE team. Should those funds not be available a determination will be made at that time how to proceed.

10. Tangible products, that will be created under this project:

It is anticipated that there will be no item created during this grant cycle.

11. Accessible to individuals with disabilities and individuals who are Deaf or hard of hearing:

The Sheriff's Office, District Attorney, and Family Services have bilingual staff assigned to our SAFE Program and have access to interpreter services for the non-English speaking victim as well as the deaf, through the local Deaf and Hard of Hearing Service Center. We do encounter victims that have a wide range of disabilities and we ensure that we obtain the appropriate staff to be able to provide services and outreach to those victims. We will always adapt to the

disabilities specific needs to provide the appropriate resource to obtain and complete the necessary items needed for a successful conclusion

12. Describe how the proposed project will reach each population in the service area identified in the Purpose of the Application section.

C. Who Will Implement the Project

1. Key individuals and organizations, involved in the proposed project.

Lt Chad Rhyman (Project Director), Tulare County Sheriff's Office, Katrina Brownson (Prosecuting Attorney), Tulare County District Attorney's Office, Caity Meader (Executive Director), Family Services of Tulare County, and William Cooke (Probation Officer), Tulare County Probation Department.

2. Demonstrate that the individuals and organizations identified have the capacity to address the stated need and can successfully implement the proposed project activities; attach resumes or job descriptions of all key personnel.

To be completed.

3. Partnership requirement:

The partners to this proposal have worked closely together for many years to strengthen our system response to domestic/dating violence, sexual assault and stalking through coordinated community response efforts that support victims and survivors regardless of their status, and hold perpetrators accountable. The SAFE team is comprised of the Tulare County Sheriff's Office, Tulare County District Attorney's Office, Tulare County Probation Department, and non-profit Family Services of Tulare County. All parties have long-standing relationships with one another and have maintained operational agreements for more than 40 years to suppress family and community violence and to serve victims of crime. All four partners in the SAFE program were

key participants in the original Grants to Encourage Arrest Policies award received by the Sheriff's Office during the 1990's. The executive staff of each agency meet formally and informally to discuss agency cooperation, goals, and future activities that allow for sharing of resources and community engagement. Many of the agencies management team implementing the SAFE team have worked with each other for many years, with staff having worked side by side and formed working relationships that have fostered trust, communication, and problem solving at all levels. One such example is the Abuse in Later Life grant, where the partners are working on creating protocols to address sexual assault, dating and domestic violence, and stalking in women 50 and over.

4. Experience and expertise of the key personnel and the organization:

Sheriff's Lt Chad Rhyman will be project director for the grant, he has investigated, supervised, and managed domestic related cases his entire career, from non-arrest calls for service to domestic related homicides. He will provide overall assurance that grant goals are met, and budget is maintained, program-related reports are completed, and provide problem-solving when appropriate. Sheriff's Detective Esmaralda Ramos will again serve as the team's bilingual (Spanish-English) detective. She was previously assigned this position for many years and rotated out as required and is now returning. Sheriff's Sergeant Larry Camacho has also worked patrol and responded to and investigated numerous domestic related cases. He will be project supervisor, offering day-to-day management of law enforcement activities on the SAFE team and coordination with other SAFE team members. The Sheriff's Office has patrol responsibility for the rural areas of the County and its staff have responded to and investigated domestic related calls since inception.

5. Project partners' expertise and key personnel:

- In the 1990's, the first specialized **Probation Department** unit in our County focused on domestic violence was formed; this specialized element of the department has continued to flourish as a result of the agency's steadfast commitment to holding offenders accountable.

Probation Department's Officer Bill Cooke who has been a member of the SAFE DV team for over 12 years and DVHRT since inception is responsible for certification of batterers' programs and holding offenders accountable for their terms of probation.

- **Family Services of Tulare County** is a non-profit agency that provides 24/7 services to include referrals, protective orders, emergency housing, and counseling to victims of domestic/dating violence, stalking, and sexual assault since 1983. They serve over 3,000 people annually with intensive case management for their unique situation. Executive Director, Caity Meade has been with the agency since inception working directly with victims. She will manage all DVHRT and victim services. State-certified sexual assault and domestic/dating violence counselor, and director of the emergency housing program *Karen's House*, is Alma Borja, who will supervise victim advocacy services to SAFE victims with a bilingual (Spanish-English) legal advocate team.

- The **District Attorney** has a strong Victim-Witness Assistance Division, whose services include specialized domestic/dating violence, stalking, and sexual assault advocates. The agency will participate in the DVHRT and spearheaded the creation and distribution of *fotonovelas* to publicize the SAFE team's services to Hispanic immigrants. The District Attorney has maintained a vertical prosecution unit specializing in domestic/dating violence, sexual assault, and stalking for the last 13 years. The District Attorney's Office provides operational leadership for the Tulare County Human Trafficking Task Force, the Child Abuse Response Team (CART),

which conducts multi-disciplinary interviews of child abuse victims, and for the Victim/Witness Center, which serves over 5,000 crime victims annually.

District Attorney's Office Victim/Witness Center Director will coordinate the DA's outreach and fotonovelas program. Deputy District Attorney Katrina Brownson has been prosecuting domestic related cases since 2017 and will be responsible for prosecuting these cases.

6. Roles and responsibilities of each organization and personnel:

Family Services Executive Director Caity Meader will oversee victim services and outreach to community events and meetings. Sheriff's Office Lt. Rhyman will oversee overall grant implementation, reporting requirements, fiscal accountability, and all investigations and contenting outreach at community events and meetings. District Attorney's Office Katrina Brownson will review all criminal cases assigned and prosecute as required. Probation Department Officer Bill Cooke will oversee the terms and conditions set forth by the Courts after prosecution and also reach out to victims after the case is adjudicated. All agencies will devote resources to the DVHRT and collaborate to ensure outreach is conducted, victims are identified, victimization is reduced, programs identified, and opportunities for community engagement and input continue.

FY 2020 ICJR ABSTRACT

The Tulare County Safety and Accountability in Family Environments (SAFE) Program will be composed of a team of professionals partially funded by the OVW Fiscal Year 2020 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program. The members of SAFE will be a full-time Tulare County Sheriff's detective partially funded by the grant, a full-time Tulare County Probation Officer partially funded by the grant, a full-time Family Services of Tulare County bilingual victim's advocate partially funded by the grant and a part-time Tulare County District Attorney Prosecutor partially funded by the grant. The FY 2020 SAFE team members will provide prompt and thorough investigation of cases, diverse victim advocacy services, timely prosecution of offenders, and careful monitoring of perpetrators of these crimes while on court-ordered probation. The SAFE Program is always evolving and has recently incorporated the Domestic Violence High Risk Team to identify and promptly tailor services to enhance protection of victims from potentially lethal relationships with abusers.

Our target area is vast, at 4,824 sq. miles, Tulare County is approximately the size of the State of Connecticut. The County's \$7.2 billion dairy and agricultural industry ranked as the #2 agricultural producing county in the United States, however, poverty is pervasive. The County is one of the poorest with 27.1% of residents living in poverty compared to 13.3 % for the State. In addition to a County estimated population of 464,493 there are approximately 49,000 undocumented immigrants who have limited or no English language skills. Some of whom will not report being a victim of violence, stalking, or sexual assault in fear of being reported to immigration. Tulare County does not have a practice of reporting undocumented immigrant victims. During 2017 through

2019 there were 5,009 domestic violence / domestic crime related calls for service in the unincorporated rural target area. Domestic violence homicides accounted for 31% (4 DV homicides) of the homicides in 2017, 14% (2 DV homicides) in 2018, and 20% (2 DV homicides) in 2019.

The SAFE Program builds upon the solid successes of the teams previous efforts, also funded by our current OVW grant. Our goal is to assist victims who may be hard-of-hearing, have disabilities, or with culturally relevant, trauma-sensitive supportive services coupled with improved collaboration and enforcement of protective orders and other remedies available to rural area victims through the criminal justice arena.

The SAFE team members will make efforts to reach and expand services to numerous immigrants in the project area, such as the use of *fotonovela* outreach materials and assistance with preparation of U-visas. In addition staff will attend community events, town hall meetings, and other places to reach out and identify victims along with sharing information about the prevention of and the resulting effects of domestic/dating violence, stalking, and sexual assault.

MEMORANDUM OF UNDERSTANDING

Three County of Tulare agencies and one private nonprofit organization enter into this Memorandum of Understanding (MOU) to continue the Tulare County Safety and Accountability in Family Environments (SAFE) Program. The collaborative will apply for continued funding to operate the program under the "FY 2020 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program" (formerly known as the "OVW FY14 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program") from the U.S. Department of Justice, Office on Violence Against Women (OVW). The County of Tulare, a unit of local government in California, will be the grantee if the application is funded. The Tulare County Sheriff's Office will be the implementing agency for the grant program.

The three County agencies in the SAFE Program are: The Tulare County Sheriff's Office (Sheriff's Office); the Tulare County District Attorney's Office (District Attorney); and the Tulare County Probation Department (Probation). The nonprofit victim services provider is Family Services of Tulare County (Family Services).

History of the Relationship

The Sheriff's Office is the largest law enforcement agency in the County. Its jurisdiction covers all unincorporated areas of the County, which equates to roughly the size of the State of Connecticut and is larger than the states of Delaware and Rhode Island. The jurisdiction includes a large number of immigrants and a high number of families living below the poverty line compared to other counties in the State of California. Our previous grant, "FY14 Grants to Encourage Arrest Policies and

Enforcement of Protection Orders” and current grant “FY17 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program” have allowed the Sheriff’s Office to maintain a full-time detective who is dedicated to the follow-up of domestic violence cases, as well as implementation of departmental training in domestic violence protocols.

The office of the District Attorney has maintained a vertical prosecution unit specializing in domestic violence, dating violence, sexual assault, and stalking for more than a 15 years. The District Attorney’s Office also provides operational leadership for the Tulare County Human Trafficking Task Force, the Child Abuse Response Team (CART), which conducts multi-disciplinary interviews of child abuse victims, and for the Victim/Witness Center, which serves over 5,000 crime victims annually.

The Tulare County Probation Department protects the community by conducting court investigations, enforcing court orders, assisting victims, and implementing prevention, intervention, supervision, and offender accountability programs. The Probation Department is responsible for supervising all domestic violence offenders on formal probation and ensuring they comply with their terms and conditions of probation.

Founded in 1983, Family Services of Tulare County (Family Services) is the local multi-service, community-based, nonprofit organization that provides crisis response and support services to victims of domestic/dating violence, sexual assault, and stalking. Family Services maintains emergency shelter and transitional housing, a rape crisis center, legal advocacy services, a supervised visitation center, and counseling centers for both adult and child victims. Family Services coordinates and provides services to over 3,000 unique individuals per year.

The Sheriff's Office, District Attorney, Probation and Family Services have maintained operational agreements and worked collaboratively for more than 40 years. Their collective goal is to prevent domestic violence, sexual assault, dating violence, and stalking while providing support to victims and prosecuting offenders. These organizations served thousands of victims living in Tulare County from 2011 through 2019 under the FY11 and FY14 Grants to Encourage Arrest Policies and Enforcement of Protection Orders grant programs and the FY17 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking grant program. These grant programs significantly enhanced the capacity of each member organization to work collaboratively to access and assist victims of sexual assault, domestic violence, dating violence, and stalking throughout the county.

The partners to this MOU have participated in statewide efforts for systems change. Tulare County was one of ten core counties in California selected by the Attorney General in 2004 for analysis of the Criminal Justice Systems response to domestic violence. Family Services represented the partners in testifying to the Attorney General appointed panel about problems with the issuance and enforcement of restraining orders, the need for increased coordination in criminal justice agencies' approach to domestic violence, and deficiencies in batterer's intervention programs.

Family Services also represented the partners to this MOU by testifying at a public hearing on domestic violence held to support the drafting of guidelines for improving the administration of justice in domestic violence cases in the California trial courts. In 2008, the California Legislature took a major step in protecting the rights and

confidentiality of victims of sexual assault and domestic violence. The new law protects the rights of such victims to refrain from prosecution if they so desire.

Application Development

The FY11 Tulare County SAFE Program laid the groundwork for planning the FY14 and FY17 Tulare County SAFE Program design, which we continue to use today. The current FY20 grant proposal was developed from a collaborative needs assessment and partner input during the most recent grant period that found the following as our significant ongoing community needs: continued identification of and intervention in domestic/dating violence cases with high-level risk for lethality; continued use of the vertical prosecution model when prosecuting these high risk cases; distribution of culturally relevant outreach materials; and continued provision of victim services to impoverished, rural residents, particularly immigrants and non-English speaking victims of domestic violence, sexual assault, stalking and teen dating violence. In an effort to move forward with the goal of a Domestic Violence High Risk Team (DVHRT), our collaborative had applied for technical assistance from the Jeanne Geiger Crisis Center through OVW during our FY17 grant program and developed and implemented our County's DVHRT during this grant period.

In addition to ongoing review of local data and literature reviews related to promising practices in cases of domestic/dating violence, sexual assault, and stalking, the SAFE collaborative hosts several meetings in both person and by teleconference, between all project team partners. The purpose of these gatherings throughout the year is to continually identify system gaps, uncover opportunities to work collaboratively, and brainstorm services needed to support victims in Tulare County. Meetings also allowed

for space to evaluate the current program, including roles, responsibilities, and budget requirements of all partners, for the FY20 grant application. Frequent e-mail correspondence was used between the partners to finalize these details.

Roles and Responsibilities of Tulare County SAFE Program Partners

Tulare County Sheriff's Office

Specific duties:

- a. Provide a fulltime detective for investigation, coordination, problem-solving, follow-up and oversight on department's sexual assault, domestic violence, dating violence, and stalking cases.
- b. Link first-responder deputies and grant program detective in the field with advocates from Family Services and the District Attorney.
- c. Maintain a database of sexual assault, domestic violence, dating violence, and stalking reports filed by the department's deputies. The database is not only for statistical purposes but to also identify trends related to changes in how the offender carries out the abuse and how the victimization comes to the attention of law enforcement.
- d. Provide domestic violence, stalking, and sexual assault response and arrest policy training to all deputies. The instructors are selected from within our detective bureau and they receive 'train-the-trainer' guidelines and material for effective learning and communication to our first responder deputies and for the detectives who are on a rotational standby schedule. Internal training sessions occur for all of patrol to attend. Make-up sessions are provided for personnel who were unavailable. New hires will receive the training within a group setting in

a timely manner. Documentation of the training are stored in our Personnel & Training Division.

- e. Contract with Family Services of Tulare County to pay for a portion of a Spanish-speaking advocate.
- f. Provide appropriate space at Sheriff's substations for confidential meetings between the advocate and victims.
- g. Contract with Family Services to pay for a portion of a Program Coordinator to organize the Domestic Violence High Risk Team (DVHRT), facilitate/coordinate meetings, and maintain data related to cases reviewed by the team.
- h. Participate in the ongoing case review of the SAFE program's multi-disciplinary DVHRT to reduce and prevent domestic violence and dating violence re-assault and homicides.
- i. Attend formal quarterly meetings of all SAFE Program partners.
- j. Attend monthly meetings of the Tulare County Sexual Assault Response Team (SART).
- k. Participate in coordinated community response meetings.
- l. Collaborate in outreach efforts to educate victims about ways to access services.
- m. Provide data for program-related progress reports; act as the lead for data collection from project partners and compile/submit all OVW Progress Reports.

Resources: Provide a full-time Sheriff's detective for the project team, partially funded by FY 2020 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program.

At no cost to the grant: Provide balance of grant program detective's salary and benefits; Sheriff's deputies to make initial contact with victims; provide space at Sheriff's substations for domestic violence/sexual assault advocate with Family Services to meet confidentially with victims; and provide overall administration of grant, including all fiscal matters.

Tulare County District Attorney

Specific duties:

- a. Utilize an attorney from the Special Crimes Division to prosecute cases referred by the SAFE program that are identified as requiring vertical prosecution, which will include but not be limited to the high-level risk for lethality cases;
- b. Utilize attorneys from the General Prosecution Division to prosecute all other cases referred by the SAFE Program.
- c. Continue to provide advocacy services to victims of crime through the use of the District Attorney's Victim/Witness Center. These services include: liaison between victim, police, prosecutor, and other agencies; orientation to the criminal justice system; accompaniment of victim to court; case status information; property return information; referral to other organizations, such as Family Services, for counseling and all other mandatory services pursuant to Penal Code section 13835; as well as assistance in filing for financial reimbursement through the California Victim Compensation Board for losses incurred as a result of a crime.
- d. Participate in the ongoing case review of the SAFE program's multi-disciplinary DVHRT to reduce and prevent domestic violence and dating violence homicides.

- e. Continue to distribute fotonovelas, developed with OVW grant funding, to the project's target population with the intent to inform rural, immigrant, and non-English speaking victims of violence of the availability of services and directions on how to connect with resources in the community.
- f. Attend formal quarterly meetings of all SAFE Program partners.
- g. Attend monthly meetings of the Tulare County Sexual Assault Response Team.
- h. Continue efforts to extend the accessibility of Victim/Witness Center services to victims of sexual assault, domestic violence, dating violence, and stalking.
- i. Provide data for program-related progress reports.

Resources: Provide a part-time Deputy District Attorney from the Special Crimes Division for the project team, partially funded by the FY20 grant.

At no cost to the grant: Provide balance of the part-time Deputy District Attorney's salary and benefits. Cases referred but not identified as requiring vertical prosecution will be prosecuted by General Prosecution attorneys. The District Attorney will leverage a state outreach program grant to distribute fotonovelas.

Tulare County Probation Department

Specific duties:

- a. Supervise all offenders placed on formal probation for cases involving domestic violence charges.
- b. Ensure compliance with terms and conditions of probation, including attendance at mandatory programs such as batterer's treatment programs and substance-abuse counseling.

- c. Monitor performance and behavior within the home and community by random and scheduled home checks, drug tests and compliance searches of the home, vehicle and person of the offender.
- d. Regularly communicate and contact victims to ensure safety, and offender compliance with restraining orders, and other court orders.
- e. Participate in the ongoing case review of the SAFE Program's multi-disciplinary DVHRT to reduce and prevent domestic violence and dating violence re-assault and homicides.
- f. Hold the offender accountable for program and court requirements by filing violations of probation as needed based on offender compliance.
- g. File violations of probation on any case in which a temporary restraining order has been filed when the subject is on probation for any charge, as required by Family Code Section 6306(e).
- h. Certify batterers programs, as required by 1203.096 P.C.
- i. Work closely with Sheriff's Office, District Attorney, Family Services and other agencies to ensure consistent accountability and access to services for both offenders and victims.
- j. Attend formal quarterly meetings of all SAFE Program partners.
- k. Continue to participate in County collaboratives toward the goal of improving systems response and increasing coordinated community response to domestic violence.
- l. Provide data for program-related progress reports.

Resources: Provide full-time Probation Officer for project team partially funded by the FY20 grant.

At no cost to grant: Provide balance of Probation Officer's salary and benefits.

Family Services of Tulare County

Specific duties:

- a. Make contact with victims for full range of post-incident victim advocacy services, as requested by the Sheriff's Office.
- b. Establish personal relationships with and educate or provide training on availability of services under the SAFE Program to individuals who are most likely to connect with victims of domestic violence, dating violence, sexual assault and stalking, such as clergy, teachers, beauticians, home nurses, notary publics and interpreters. Make presentations on how to obtain services regarding domestic violence, dating violence, and sexual assault and stalking to youth groups, parent groups, church groups, clubs or other community groups.
- c. Continually refine protocols for responding Sheriff's Deputies to be able to contact an advocate from the scene of a domestic violence call for individuals scoring high on the Danger Assessment for Law Enforcement (DA-LE) as part of the SAFE DVHRT.
- d. Maintain close contact and coordinate victim services with all members of the Tulare County SAFE Program team.
- e. Attend formal quarterly meetings of all partners in Tulare County SAFE Program.
- f. Attend monthly meetings of the Tulare County Sexual Assault Response Team.

- g. Attend Central Valley regional meetings of California Partnership to End Domestic Violence and the California Coalition Against Sexual Assault.
- h. Maintain cultural and linguistic competency in Spanish and English.
- i. Maintain a corps of volunteer language advocates who can provide interpretation during crisis response to rural victims who do not speak either English or Spanish.
- j. Assist undocumented victims to assemble and submit applications for immigration remedies under the Violence Against Women Act or U-VISA provisions.
- k. Provide data for program-related progress reports.
- l. Generate DVHRT protocol/information cards for deputies.
- m. Participate in the development, implementation, and ongoing case review of the SAFE program's multi-disciplinary DVHRT to reduce and prevent domestic violence and dating violence homicides. Coordinate the DVHRT including scheduling meetings, compiling referrals, preparing agendas, and keeping minutes and aggregate statistics.

Resources: Provide full-time domestic violence/sexual assault advocate partially funded by the grant to provide liaison with SAFE Program detective on victims; direct victim assistance; and participate in training approved by OVW and funded by the FY20 grant. Provide a full-time Program Coordinator partially funded by the FY20 grant to coordinate the SAFE DVHRT. Access to domestic violence advocate via existing 24-hour domestic violence hotline.

At no cost to the grant: Provide balance of advocate's and program coordinator's salary and benefits; provide therapy to adult and child survivors; provide batterer's intervention treatment and other domestic violence prevention programs focused on youth, provide emergency shelter and transitional housing to victims; and provide supervised visitation and exchange for families with domestic violence histories. The agency also will provide volunteer assistance to isolated victims to assist with interpretation, transportation, and information and referral to resources.

Commitment of Partners

This MOU represents the commitment of the Tulare County SAFE Program partners to continue to work together and support one another to ensure services are equitable and accessible to victims of sexual assault, domestic violence, dating violence, and stalking, and to improve effectiveness of system response. The partners agree to maintain the regular team meetings that began when the County first received OVW funding, and to assess the needs and progress toward goals. They also commit to continuing to discuss needs, problems and challenges with a broader array of parties involved in coordinated community response through participation in meetings of the following County-wide collaboratives: The Sexual Assault Response Team, the Child Abuse Prevention Council, the Children's Services Network, and the SAFE DVHRT.

Compensation

The Sheriff's Office, Probation Department, District Attorney's Office and Family Services will be compensated for services provided to the Tulare County SAFE Program pursuant to the budget attached of this grant application. For services satisfactorily rendered, and upon receipt and approval of the invoices, the County

agrees to compensate for actual allowable expenditures incurred in accordance with the authorized, not more frequently than monthly and in arrears to:

Alfredo Parra, Fiscal Manager
Tulare County Sheriff's Office
833 S. Akers Street
Visalia, CA 93277

HIV Testing

The FY20 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program includes mandated human immunodeficiency virus (HIV) testing of alleged assailants of sexual assault upon request of victims and within 48 hours of indictments or information filed in these cases. To be compliant with this mandate, the County of Tulare Board of Supervisors adopted Ordinance 1-13-100 mandating HIV testing in 2014.

Term

This Agreement will be effective from October 1, 2020, until September 30, 2024, or until otherwise modified by written consent of all involved parties.

Compliance with Law

Parties shall provide services in accordance with applicable Federal, State, and local laws, regulations and directives.

Records and Audit

Parties shall maintain complete and accurate records with respect to the services rendered and the costs incurred under this MOU. In addition, Parties 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 by County, each Party shall make such records available to the requesting Party, 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 MOU.

Conflict of Interest

Parties agrees to, at all times during the performance of this MOU, 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 any of the undersigned Parties for this purpose, from making any decision on behalf of another Party in which such officer, employee or consultant/contractor has a direct or indirect financial interest. Each Party agrees that if any facts come to its attention which raise any questions as to the applicability of conflicts of interest's laws, it will immediately inform the other Parties' designated representative and provide all information needed for resolution of this question.

Indemnification

Each Party (Indemnitor) shall hold harmless, defend and indemnify the other Parties (Indemnitee(s)), their 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 Indemnitee(s)' property, arising from, or in connection with, the performance by Indemnitor or its agents, officers and employees

under this MOU. This indemnification specifically includes any claims that may be made against Indemnitee(s) by any taxing authority asserting that an employer-employee relationship exists by reason of this MOU, and any claims made against Indemnitee(s) alleging civil rights violations by Indemnitor under Government Code sections 12920 et seq. (California Fair Employment and Housing Act), and any fines or penalties imposed on Indemnitee(s) for Indemnitor's failure to provide form DE-542, when applicable. This indemnification obligation shall continue beyond the term of this MOU as to any acts or omissions occurring under this MOU or any extension of this MOU.

Assignment/Subcontracting

Unless otherwise provided in this MOU, each Party relying on the personal skill, expertise, training and experience of the other undersigned Parties and their employees and no part of this MOU may be assigned or subcontracted by any Party without the prior written consent of the other Parties.

Assurances of Non-Discrimination

Parties 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 any local, state or federal law or regulation.

Approval

The undersigned have read and agree with the terms of this Memorandum of Understanding including all attachments, and to the budget allocations in the proposal accompanying this MOU.

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Signatories to agreement on the next pages:

Probation:
Michelle Bonwell

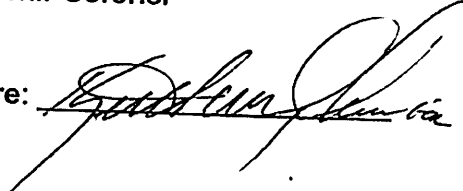
District Attorney:
Tim Ward

Family Services of Tulare County:
Caity Meader

Chairman, Board of Supervisors:
Pete Vander Poel

County Administrative Officer / Clerk, Board of Supervisors:
Jason T. Britt

TULARE COUNTY SHERIFF'S OFFICE:
Name: Mike Boudreaux
Title: Sheriff-Coroner

Signature: 

Date: 1-14-2020

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Signatories to agreement on previous and next pages:

Sheriff's Office:
Mike Boudreaux

Probation Department:
Michelle Bonwell

Family Services of Tulare County:
Caity Meader

Chairman, Board of Supervisors:
Pete Vander Poel

County Administrative Officer /Clerk, Board of Supervisors:
Jason T. Britt

TULARE COUNTY DISTRICT ATTORNEY'S OFFICE:
Name: Tim Ward
Title: District Attorney

PSU

Signature: 

Date: 1/21/20

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**Signatories to
agreement on
previous and next
pages:**

Sheriff's Office:
Mike Boudreaux

Probation Department:
Michelle Bonwell

District Attorney:
Tim Ward

**Chairman, Board of
Supervisors:**
Pete Vander Poel

**County Administrative
Officer /Clerk, Board of
Supervisors:**
Jason T. Britt

FAMILY SERVICES OF TULARE COUNTY:
Name: Caitly Meader
Title: Executive Director

Signature: 

Date: 01/17/2020

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<p>Signatories to agreement on previous and next page:</p> <p><u>Sheriff's Office:</u> Mike Boudreaux</p> <p><u>Probation Department:</u> Michelle Bonwell</p> <p><u>District Attorney:</u> Tim Ward</p> <p><u>Family Services of Tulare County:</u> Caity Meader</p> <p><u>County Administrative Officer /Clerk, Board of Supervisors:</u> Jason T. Britt</p>

COUNTY OF TULARE:
Name: Pete Vander Poel
Title: Chairman, Board of Supervisors

Signature: 

Date: 1/15/2020

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Signatories to agreement on previous and next page:

Sheriff's Office:
Mike Boudreaux

Probation Department:
Michelle Bonwell

District Attorney:
Tim Ward

Family Services of Tulare County:
Caity Meader

Chairman, Board of Supervisors:
Pete Vander Poel


ATTEST: Jason T. Britt
County Administrative Officer /
Clerk, Board of Supervisors

Signature: _____
(Deputy)

Date: _____

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

1. Type of Federal Action: a. contract X b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application X b. initial award c. post-award	3. Report Type: X a. initial filing b. material change For material change only: Year _____ quarter _____ Date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if Known: County of Tulare 2800 W. Burrel Avenue Visalia, CA 93291 Congressional District, if known: 21, 22, 23		5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:
6. Federal Department/Agency: Office on Violence Against Women	7. Federal Program Name/Description: CFDA Number, if applicable: 16.590	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> N/A	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> N/A	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: Pete Vander Poel Title: Chairman, Tulare County Board of Supervisors Telephone No.: 559-636-5000 Date: _____	
Federal Use Only	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)	

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.
SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  Pete Vander Poel	TITLE Chairman
APPLICANT ORGANIZATION Tulare County Board of Supervisors	DATE SUBMITTED January 15, 2020

COUNTY OF TULARE
BOARD OF SUPERVISORS



PETE VANDER POEL

Chairman of the Board

January 15, 2020

Director
Office on Violence Against Women
145 N Street, NE
Suite 10 W.121
Washington, DC 20530

Re: Improving Criminal Justice Responses Program

Dear Director:

As Chairman of the Tulare County Board of Supervisors, I submit this letter to certify to the following:

- 1) The laws or official policies of the Tulare County Sheriff's Office encourage or mandate arrests of domestic violence offenders based on probable cause that an offense has been committed;
- 2) The laws or official policies of the Tulare County Sheriff's Office encourage or mandate arrests of domestic violence offenders who violate the terms of a valid and outstanding protection order;
- 3) The laws, policies, or practices and the training programs of the Tulare County Sheriff's Office discourage dual arrests of offender and victim;
- 4) The laws, policies, or practices of the County of Tulare prohibit issuance of mutual restraining orders of protection except in cases where both parties file a claim and the court makes detailed findings of fact indicating that both parties acted primarily as aggressors and that neither party acted primarily in self-defense;
- 5) The laws, policies, and practices of the County of Tulare do not require, in connection with the prosecution of any misdemeanor or felony domestic violence, dating violence, sexual assault, or stalking offense, or in connection with the filing, issuance, registration, modification, enforcement, dismissal, or service of a protection order, or a petition for a protection order, to protect a victim of sexual assault, domestic violence, dating violence, or stalking, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, modification, enforcement, dismissal or service of a warrant, protection order, petition for

6) The laws, policies or practices of the Tulare County Sheriff's Office ensure that:

(A) no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of a sex offense as defined under federal, tribal, state, territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of, trial of, or sentencing for such an offense; and

(B) The refusal of a victim to submit to an examination described in subparagraph (A) shall not prevent the investigation of, trial of, or sentencing for the offense.

Sincerely,

A handwritten signature in black ink, appearing to read "Pete Vander Poel", with a horizontal line extending from the end of the signature.

Pete Vander Poel
Chairman, Tulare County Board of Supervisors



Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the Violence Against Women Act, as Amended

Under section 40002(b)(2) of the Violence Against Women Act, as amended (42 U.S.C. 13925(b)(2)), grantees and subgrantees with funding from the Office on Violence Against Women (OVW) are required to meet the following terms with regard to nondisclosure of confidential or private information and to document their compliance. By signature on this form, applicants for grants from OVW are acknowledging that they have notice that, if awarded funds, they will be required to comply with this provision, and will mandate that subgrantees, if any, comply with this provision, and will create and maintain documentation of compliance, such as policies and procedures for release of victim information, and will mandate that subgrantees, if any, will do so as well.

(A) In general

In order to ensure the safety of adult, youth, and child victims of domestic violence, dating violence, sexual assault, or stalking, and their families, grantees and subgrantees under this subchapter shall protect the confidentiality and privacy of persons receiving services.

(B) Nondisclosure

Subject to subparagraphs (C) and (D), grantees and subgrantees shall not—

- (i) disclose, reveal, or release any personally identifying information or individual information collected in connection with services requested, utilized, or denied through grantees' and subgrantees' programs, regardless of whether the information has been encoded, encrypted, hashed, or otherwise protected; or
- (ii) disclose, reveal, or release individual client information without the informed, written, reasonably time-limited consent of the person (or in the case of an unemancipated minor, the minor and the parent or guardian or in the case of legal incapacity, a court-appointed guardian) about whom information is sought, whether for this program or any other Federal, State, tribal, or territorial grant program, except that consent for release may not be given by the abuser of the minor, incapacitated person, or the abuser of the other parent of the minor.

If a minor or a person with a legally appointed guardian is permitted by law to receive services without the parent's or guardian's consent, the minor or person with a guardian may release information without additional consent.

(C) Release

If release of information described in subparagraph (B) is compelled by statutory or court mandate—

(i) grantees and subgrantees shall make reasonable attempts to provide notice to victims affected by the disclosure of information; and

(ii) grantees and subgrantees shall take steps necessary to protect the privacy and safety of the persons affected by the release of the information.

(D) Information sharing

(i) Grantees and subgrantees may share—

(I) nonpersonally identifying data in the aggregate regarding services to their clients and nonpersonally identifying demographic information in order to comply with Federal, State, tribal, or territorial reporting, evaluation, or data collection requirements;

(II) court-generated information and law enforcement-generated information contained in secure, governmental registries for protection order enforcement purposes; and

(III) law enforcement-generated and prosecution-generated information necessary for law enforcement and prosecution purposes.

(ii) In no circumstances may—

(I) an adult, youth, or child victim of domestic violence, dating violence, sexual assault, or stalking be required to provide a consent to release his or her personally identifying information as a condition of eligibility for the services provided by the grantee or subgrantee;

(II) any personally identifying information be shared in order to comply with Federal, tribal, or State reporting, evaluation, or data collection requirements, whether for this program or any other Federal, tribal, or State grant program.

(E) Statutorily mandated reports of abuse or neglect

Nothing in this section prohibits a grantee or subgrantee from reporting suspected abuse or neglect, as those terms are defined and specifically mandated by the State or tribe involved.

(F) Oversight

Nothing in this paragraph shall prevent the Attorney General from disclosing grant activities authorized in this Act to the chairman and ranking members of the Committee on the Judiciary of the House of Representatives and the Committee on the Judiciary of the Senate exercising Congressional oversight authority. All disclosures shall protect confidentiality and omit personally identifying information, including location information about individuals.

(G) Confidentiality assessment and assurances

Grantees and subgrantees must document their compliance with the confidentiality and privacy provisions required under this section.

As the duly authorized representative of the applicant, I hereby acknowledge that the applicant has received notice that if awarded funding they will comply with the above statutory requirements. This acknowledgement shall be treated as a material representation of fact upon which the Department of Justice will rely if it determines to award the covered transaction, grant, or cooperative agreement.

Pete Vander Poel

Chairman

Typed Name of Authorized Representative

Title

Telephone Number 559-636-5000



1/15/2020

Signature of Authorized Representative

Date Signed

Tulare County Board of Supervisors

Agency Name

COUNTY OF TULARE
BOARD OF SUPERVISORS



PETE VANDER POEL

Chairman of the Board

January 15, 2020

Director
Office on Violence Against Women
145 N Street, NE
Suite 10 W.121
Washington, DC 20530

Re: Improving Criminal Justice Responses Program

Dear Director:

As Chairman of the Tulare County Board of Supervisors, I submit this letter to certify the County has adopted an Ordinance adding Chapter 13 to Part I of the Ordinance Code of Tulare County, pertaining to the mandatory testing of criminal defendants for the human immunodeficiency virus (HIV) and is in compliance with the requirements of the grant solicitation, Section B. Federal Award Information, Mandatory Program Requirements, HIV testing requirements. The Ordinance was adopted on October 28, 2014, Resolution No. 2014-0784.

Sincerely,

A handwritten signature in blue ink, appearing to read "Pete Vander Poel", is written over a faint circular stamp.

Pete Vander Poel
Chairman, Tulare County Board of Supervisors

Attachment: Tulare County Ordinance

CHAPTER 13. MANDATORY TESTING OF CRIMINAL DEFENDANTS FOR THE HUMAN IMMUNODEFICIENCY VIRUS (HIV)

1-13-1000 PURPOSES:

The County of Tulare finds and declares all of the following purposes for this Ordinance:

(a) California law permits the human immunodeficiency virus (HIV) testing of pre-convicted criminal defendants where the criminal defendant is accused of specific sex-related crimes against a victim. The State of California does not have a time requirement for such testing.

(b) The United States Department of Justice (DOJ) requires grant recipients of the Office on Violence Against Women's (OVW) Grants to Encourage Arrest Policies and Enforcement of Protective Orders to administer the testing pursuant to a mandatory obligation either through state law or local ordinance, including the condition that the collection of a blood sample occur within 48 hours of the filing of a criminal information or indictment at the request of the victim. The County is a recipient of such grants.

(c) It is the intent of the Board of Supervisors in enacting this chapter to comply with DOJ guidelines requiring that the initial process for administering HIV testing occur within 48 hours of the filing of a criminal information or indictment at the request of the victim.

(d) There shall be no civil liability created against the County of Tulare for the failure to administer the testing within 48 hours, unless the failure of the County to test within a reasonable period of time from the request by the victim following the filing of a criminal information or indictment against the defendant is the proximate cause of injury to the victim.

(Added by Ord. No. 3464, effective 11-27-14)

1-13-1010 PREEMPTION:

Nothing in this section shall preempt any testing or medical procedure authorized by the laws of the United States, the State of California or the County of Tulare or any testing

or medical procedure required by the Tulare County Health and Human Services Agency.

(Added by Ord. No. 3464, effective 11-27-14)

1-13-1015 AUTOMATIC REPEAL:

Should the State of California establish legislation requiring the collection of blood samples for HIV testing within 48 hours of the filing of a criminal information or indictment at the request of the victim described in Section [1-13-1000\(a\)](#), then this Chapter shall be automatically repealed and the state legislation shall govern.

(Added by Ord. No. 3464, effective 11-27-14)

COUNTY OF TULARE
BOARD OF SUPERVISORS



PETE VANDER POEL

Chairman of the Board

January 15, 2020

Director
Office on Violence Against Women
145 N St., NE
Washington, DC 20530

The County of Tulare certifies that any funds awarded through the OVW Fiscal Year 2020 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program will be used to supplement existing funds for program activities and will not replace (supplant) nonfederal funds that have been appropriated for the purpose of providing services to victims of domestic violence, dating violence and child victimization. The County of Tulare understands that supplanting violations can result in a range of penalties, including suspension of future funds under this program, suspension or debarment from federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.

Sincerely,

A handwritten signature in blue ink, appearing to read "Pete Vander Poel", is written over a faint circular stamp.

Pete Vander Poel
Chairman, Tulare County Board of Supervisors

FY 2020 ICJR Summary of Current and pending Non-OVW Federal grants to do the same or similar work

Applicant Name: County of Tulare							
Service Area: The unincorporated areas of the County							
Federal Awarding Agency	Award Number	Program	Award End Date	Award Amount	Amount Remaining	Grant-Individual(s), Job Title(s), and Percentages	Please describe how this project differs from the application for OVW funding.
N/A we have none at this time							N/A
Service Area:							
Federal Awarding Agency	Application Number (if known)	Program	Project Period	Total Requested Amount	Amount Requested	Grant-individual(s), Job Title(s), and Percentages	Please describe how this project differs from the application for OVW funding.
N/A							

Summary of Current and Recent OVW Projects for FY 20 ICJR Grant Application

Applicant Name: County of Tulare

Service Area: Primarily the unincorporated areas of the County with response to the smaller incorporated cities upon request

Size of Service Area: Tulare County is 4,824 square miles, about the size of the state of Connecticut.

Size of Target Population: Unincorporated area 144,741, entire county 479,112

Award Number	Award End Date	Program	Award Amount	Amount Remaining	Extension Needed?	Extension Needed: Timeframe	Grant-individual(s) and Job Title(s)	Justification for Remaining Funds	
2017-WE-AX-005	09/30/20	OVW FY 2020 Improving Criminal Justice Responses Grant Program	\$450,000	TOTAL: \$141,090.30 A. Personnel: \$32,947.30 B. Fringe: \$6,885.22 C. Travel: \$732.96 (Sheriff) D. Equipment: \$0.0 E. Supplies: \$0.00 F. Construction: \$0.00 G. Consultants and Contracts: \$97,181.83 (Salary & Benefits) Plus \$3,342.99 (Travel for Training for Partners) H. Other Costs: \$0.00 I. Indirect Costs: \$0.00 As of 1-21-20	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	N/A	1 FT Sheriff DV Detective, Esmeralda Ramos 1 FT Family Services Agency DV Program Manager, Alma Borja 1 FT Probation Officer, William Cooke 1 FT District Attorney Outreach Coordinator, Jennifer Lightfoot 1 PT Deputy District Attorney Prosecutor Katrina Brownson	Grant is still operational until 9-30-20, funds are still being drawn down	
No other award									

FY 2020 ICJR Pre-Award Risk Assessment

County of Tulare

1. Will all funds awarded under this program be maintained in a manner that they will be accounted for separately and distinctly from other sources of revenue/funding? Please provide a brief description of the organization's policies and procedures that ensure funds will be tracked appropriately.

Response: Yes, The Fiscal Manager will assign a unique accounting unit number to be used to track all program revenues and expenditures. The accounting unit number is separate and is distinct from other accounting units so as not to be comingled with any other funds.

Additionally, a grant accountant from the fiscal unit will be assigned to monitor the grant budget and will ensure all expenditures are allowable and that there are no deviations from the grant budget. The accountant will also submit timely and accurate submission of the financial reports, and will ensure that budget transactions are in compliance with generally accepted accounting practices and procedures.

2. Does the applicant have written accounting policies and procedures? How often are these policies and procedures updated? Please provide a brief list of the topics covered in the organization's policies and procedures. OVW may request a copy for review during the application/award process or as part of the grant monitoring process.

Response: Yes. Tulare County's written accounting policies are based on generally accepted accounting principles (GAAP) and OMB circulars. Policies are updated on an ongoing basis as necessary to comply with local, state or federal guidelines. Topics includes: capital asset accounting, procurement procedures, budget administration, equipment use policy, as well as many more policies and procedures.

3. Is the applicant's financial management system able to track actual expenditures and outlays with budgeted amounts for each grant or subgrant? Please provide a brief summary of the organization's process for tracking expenditures, including tracking budgeted versus actual amounts.

Response: Yes. Tulare County's financial management system (FMS) can track actual expenditures and outlays with budgeted amounts using a specific accounting unit number for each grant. The grant budget will be posted into the County's FMS. As mentioned above, the grant will be assigned a unique unit number to track and monitor all revenue and expenditures. The FMS categorizes into specific line items for all expenditures and revenues. The FMS is very detailed and information is captured by current month and year to date, as well as budget vs actual. The FMS includes a drill down functionality to view the entry detail or source document. The FMS also produces a variety of financial reports to assist with analyzing and monitoring the grant revenues and expenditures.

4. Does the applicant have procedures in place for minimizing the time between transfer of funds from the United States Treasury and disbursement for project activities? Please provide a short summary of the organization's policy for requesting payments for grant awards.

Response: Most of our grants are based on a reimbursement basis. The Sheriff's Office typically submits an SF-425 and payment request via OJP's Grant Payment Request System (GPRS) within 15 days after the calendar quarter ends. A deposit is prepared by the Sheriff's Office on a daily basis so when an EFT is received at the Tulare County Treasurer's Office, the department is notified and the funds are deposited to the grant revenue line either the same day or the next day.

5. Does the applicant have effective internal controls in place to ensure that federal funds are used solely for authorized purposes? Please provide a brief description of the applicant organization's internal controls that will provide reasonable assurance that the award funds will be managed properly.

Response: The Sheriff's Office has strong internal controls to safeguard all funds. Which includes the following:

- a) Formal Written Policies and Procedures. The Sheriff Office has formal written policies and procedures such as who can approve grant spending; how labor is recorded and charged; and the procedures for procuring goods and services.
- b) Reconciliations. Accountants assigned to the grant reconcile the grant to the County's FMS on a monthly basis. Reconciliation includes comparing the entries in the general ledger to supporting documentation and resolving any discrepancies or differences.
- c) Secured & Safeguarded Assets. All capital assets purchased by the county are given a specific capital asset tag number for tracking purposes and are entered into Tulare County's Inventory of Personal Property. The inventory list is reviewed and verified annually by each county department. A list of all items purchased using the grant funds will also be kept in the Sheriff's Office grant file.
- d) Separation of Duties. The Sheriff's Office has various staff assigned to record grant transactions, authorize expenditures, and to process payroll for staff assigned to the grant. No one person has control over a transaction from beginning to end. Additionally, no one person has the ability to record, authorize and reconcile a transaction.

e) Supervisory Review and Approval. The Sheriff's Office has several layers of approval from procurement to payroll activities. These approvals include signatures from management.

f) Adequate Documentation. Supporting backup is required for all transactions which includes receipts for all reimbursement of spending. Time cards clearly state the time employees spent on the grant and includes approval from the supervisor.

6. Does the applicant have a documented records retention policy? If so, briefly describe the policy.

Response: Yes, financial records are to be kept for five years plus the current fiscal year per Tulare County policy.

7. Does the applicant organization or any of its employees have any potential personal or organizational conflicts of interest related to the possible receipt of OVW award funds?

Organizations are required to disclose in writing any potential conflicts of interest to their awarding agency. See 2 CFR 200.112 of the Uniform Guidance and Chapter 3.20, Grant Fraud, Waste and Abuse, of the DOJ Financial Guide for additional information.

Response: No. County of Tulare employees or its partner agencies have no conflicts of interest.

8. Is the individual primarily responsible for fiscal and administrative oversight of grant awards familiar with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200)? Please provide a short list of the individual's qualifications/experience. If the individual is not familiar with the applicable rules and regulations, the applicant must contact OVW's Grants Financial Management Division at

OVW.GFMD@usdoj.gov or 1-888-514-8556 immediately after the organization is notified of its award to coordinate training.

Response: Alfredo Parra is the fiscal manager for the Tulare County Sheriff's Office, the fiscal agent for this grant. He will be responsible for the fiscal and administrative oversight of our grant program. He is very familiar with grant management, rules, principles and regulations. He reviews changes in federal and state statutes and/or regulations and promptly incorporates those changes into the Sheriff's Office's fiscal practices. The Sheriff's Office consistently passes audits for state and federal grants. He is a member of the California State Sheriff's Association of Financial Managers and is an Accountant by trade.

9. Does the applicant have policies and procedures in place to manage subawards and monitor activities of subrecipients as necessary to ensure that subawards are used for authorized purposes, in compliance with laws, regulations, and terms and conditions of the award, and that established subaward performance goals are achieved (2 C.F.R. §§ 200.330-200.332)? Provide a brief description of the organization's policies and procedures on subrecipient management and monitoring.

Response: Tulare County Sheriff's Office currently monitors all of our subrecipient. All subrecipients claims are reviewed by an accountant staff member to make sure that all expenditures being claimed are for authorized purposes, in compliance with laws, regulations, and terms and conditions of the award, and that established subaward performance goals are achieved in accordance with 2 C.F.R. §§ 200.330-200.332. If there are any questionable expenditures or unallowable expenses, we notify the subrecipient and allow them to explain the expenditure or provide us a revised claim. All claims are reviewed and approved by a Department Head before they are processed for reimbursement. Accounting staff reviews that all

adequate documentation is submitted and maintained for each claim. The program director reviews all progress reports and makes sure that all milestones are achieved by the subrecipient.

10. Does the applicant currently require employees to maintain time distribution records that accurately reflect the work performed on specific activities or cost objectives in order to support the distribution of employees' salaries among federal awards or other activities (2 C.F.R. § 200.430)? Budget estimates do not qualify as support for charges to federal awards. Provide a brief description of the organization's established timekeeping policies and procedures.

Response: The Tulare County Sheriff's Office requires that all employees use specific codes to reflect work performed on each specific activity or cost objective. These codes are used to determine the employees' salaries distribution among federal, state, local and general fund activities. Each different funding source is assigned a specific activity code that is used to determine what work is performed for each funding source.

FY20 ICJR
Tulare County is located in the middle of the State.



Tulare County has 4,824 square miles with eight small incorporated cities.

