



**District Attorney
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

CONNIE CONWAY
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: March 17, 2009

Public Hearing Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Resolution, Ordinance or Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Sharman Wood PHONE: (559) 624-1054

SUBJECT: Acceptance of grant funding from the National Association of VOCA Assistance Administrators for the National Crime Victims' Right Week Community Awareness Project.

REQUEST(S):

That the Board of Supervisors:

1. Authorize acceptance of grant funding from the National Association of Victims of Crime Act (VOCA) Assistance Administrators in the amount of \$4,990 for Fiscal Year 2008/2009.
2. Ratify and approve the Grant Award Agreement and District Attorney Phil Cline's signature on behalf of the Chairman, retroactive to January 19, 2009 through June 30, 2009.
3. Find that the Board had authority to enter into the proposed agreement as of January 19, 2009 and that it was in the County's best interest to enter into the agreement on that date.
4. Find that the grant funds received hereunder shall not be used to supplant expenditures controlled by this body.
5. Approve the necessary budget adjustments per the attached AUD 308 (4/5th vote required).

SUMMARY:

The District Attorney's Office has been selected for funding by the National Association of Victims of Crime Act (VOCA) Assistance Administrators (NAVAA)

SUBJECT: Acceptance of grant funding from the National Association of VOCA Assistance Administrators for the National Crime Victims' Right Week Community Awareness Project.

DATE: March 17, 2009

through a grant from the Office for Victims of Crime (OVC), within the Office of Justice Programs, U.S. Department of Justice, to promote community awareness of crime victims' rights and services and to commemorate the 25th anniversary of the enactment of the U.S. Victims of Crime Act during 2009 National Crime Victims' Rights Week.

The week of April 26 – May 2, 2009, is National Crime Victims' Rights Week (NCVRW), which was first designated by President Ronald Reagan in 1981. This annual observance seeks to increase public awareness of, and knowledge among crime victims and survivors about the wide range of rights and services available to people who have been victimized by crime. The theme for 2009 National Crime Victims' Rights Week is *"25 Years of Rebuilding Lives: Celebrating the Victims of Crime Act."*

The Victims of Crime Act was enacted in 1984 to provide financial support for state crime victim compensation and victim assistance programs. The Act created the Crime Victims Fund through which more than \$9 billion has been collected from federal criminal fines and other penalties, instead of taxpayer dollars, to support victim services.

Through the provision of funding for Community Awareness Projects and its sponsorship of a Resource Guide to help victim assistance and allied professional organizations promote the Week, OVC seeks to increase general public understanding of crime victims' rights and concerns, and to educate crime victims and survivors about resources available to help them.

The District Attorney's project will include a victims' memorial quilt unveiling ceremony; a recognition ceremony for individuals and organizations that serve victims of crime; public service announcements; newspaper advertisements; and the publication of brochures, posters, and other materials.

FISCAL IMPACT/FINANCING:

The total cost for the Program for Fiscal Year 2008/2009 is \$4,990. The AUD 308 is recognizing the \$4,990 grant allocation, and there is no impact to the County General Fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year Strategic Business Plan and Management System include Safety and Security initiatives to provide for the safety and security of the public. The authorization to accept grant funding from the National Association of VOCA Assistance Administrators helps to fulfill this initiative by promoting victims' rights

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DATE: March 17, 2009

and victims' services provided in Tulare County.

ALTERNATIVES:

The Board could choose not to adopt the Resolution. This alternative is not recommended because the Board has consistently supported developing countywide responses to all types of crime and support for victims. In addition, without grant funding, the Department will not be able to implement the proposal.

INVOLVEMENT OF OTHER DEPARTMENTS OR AGENCIES:

County Counsel approved the contract as to form. Auditor's Office to process budget adjustments.

ADMINISTRATIVE SIGN-OFF:

Don H. Gallian
Assistant District Attorney

Cc: Auditor/Controller
County Counsel
County Administrative Office (2)

Attachment(s):
Attachment 1: Notice of Grant Award and Agreement
Attachment 2: Grant Application and Budget
Attachment 3: AUD 308
Attachment 4: Grant Management Statement

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

IN THE MATTER OF ACCEPTANCE OF)
GRANT FUNDING FROM THE)
NATIONAL ASSOCIATION OF VOCA)
ASSISTANCE ADMINISTRATORS FOR)
THE NATIONAL CRIME VICTIMS')
RIGHTS WEEK COMMUNITY)
AWARENESS PROJECT)

RESOLUTION NO. _____

AGREEMENT NO. _____

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: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

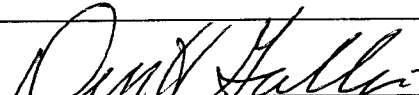
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1. Authorized acceptance of grant funding from the National Association of Victims of Crime Act (VOCA) Assistance Administrators in the amount of \$4,990 for Fiscal Year 2008/2009.
2. Ratified and approved the Grant Award Agreement and District Attorney Phil Cline's signature on behalf of the Chairman, retroactive to January 19, 2009 through June 30, 2009.
3. Found that the Board had authority to enter into the proposed agreement as of January 19, 2009 and that it was in the County's best interest to enter into the agreement on that date.
4. Found that the grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

5. Approved the necessary budget adjustments per the attached AUD 308 (4/5th vote required).

Tulare County Administrative Office

Grant Management Statement

Department: District Attorney	
Grant Project Title and Description: The National Association of VOCA Assistance Administrators has funding available to promote crime victims' rights and services, and to commemorate the 25th anniversary of the enactment of the U.S. Victims of Crime Act (VOCA) during 2009 National Crime Victims' Rights Week, April 26 – May 2, 2009. The Community Awareness Project will increase general public understanding of crime victims' rights and concerns, and educate crime victims and survivors about resources available to help them. The District Attorney's project will include a victims' memorial quilt unveiling ceremony; a recognition ceremony; public service announcements; and the publication of brochures and posters.	
Funding Agency: The National Association of VOCA Assistance Administrators	Program: (Fed. Grant #/State Bill or Code #) National Crime Victims' Right Week Community Awareness Project.
Grant Acceptance Deadline:	
Total Amount of Grant Funding: \$4,990	County Match: 0
Grant Period: January 18, 2009 to June 30, 2009	Begin Date: January 18, 2009 (est.)
End Date: June 30, 2009 (est.)	
Number of Personnel Hired Under This Grant: 0	Full Time: 0
Part Time: 0	
Obligations Imposed on the County When the Grant Expires	
Will all personnel hired for this program be informed this is a grant-funded program?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Will all personnel hired for this program be placed on temporary ("N") items?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is the County obligated to continue this program after the grant expires?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If the County is not obligated to continue this program after the grant expires, the Department will:	
a.) Absorb the program cost without reducing other services	Yes <input type="checkbox"/> No <input type="checkbox"/>
b.) Identify other revenue sources (describe below)	Yes <input type="checkbox"/> No <input type="checkbox"/>
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Impact of additional personnel on existing space:	
Other requirements not mentioned above:	
Department Head Signature: 	Date: 3/5/09

County of Tulare Budget Adjustment Form

9:33 AM

March 5, 2009		Doc ID		APRD fm fm fy, fy		Budget F/Y/yy	
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District Attorney's Office			William Yoshimoto			733-6411		
Agency Name			Contact Person			Phone		

Action A,C,D	Fund	Dept	Unit	APPR #	Object	Rev	LEVEL 1 Finish Here	Current Amount	Revised Amount	Inc/Dec Amt
c	001	100	3200	1002	2200		LEVEL 1 Finish Here	166,385	171,375	4,990
							Appropriation Totals			
							This level may not balance due to revenue lines posted in level 2 below			
Appropriations Total								166,385	171,375	4,990

Action** A,C,D	Fund	Dept	Unit	Appr #	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
c	001	100	3200			5700	LEVEL 2 Start Here	41,747	46,737	(4,990)
							Line Totals			

Each fund must balance Total Inc/Dec must be zero \$ 41,747 \$ 46,737 \$ (4,990)

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail) Perform a SMART BUDGET ROLL-UP before VALIDATING.

Need to increase expenditure and revenue lines for the newly approved NAVAA project. No impact to net county costs.

[Signature]
First Department Signature

Second Department Signature

<p>Auditor and CAO Use Only</p> <p>Checked By: _____</p> <p>County Executive Office Action: No _____ Date _____</p> <p>() Approved () Disapproved</p> <p>By: _____</p> <p>Board of Supervisors Action: No _____ Date _____</p>	<p>Auditor Use Only</p> <p>Entered By: _____</p> <p>Date: _____</p> <p>Distribution: 1-BOS/CAO/Audio</p>
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**** Action Codes: A=Add, C=Change, D=Deactivate**

* Whenever a 33XX account budget is adjusted, a corresponding 67XX account revenue budget must be adjusted in the billing agency.

* Whenever a 35XX account budget is adjusted, a corresponding 68XX account revenue budget must be adjusted in the billing agency.

* Whenever a 36XX account budget is adjusted, a corresponding 39XX account revenue budget must be adjusted in the billing agency.

AUD 308 (Revised 04/04/07)

**National Crime Victims' Rights Week
Community Awareness Project
Subgrant Award Agreement**

Subgrant Award No.: 09-06-115

This agreement between the National Association of VOCA Assistance Administrators ("NAVAA") and County of Tulare, District Attorney's Office ("Subgrantee") for funding of a National Crime Victims' Rights Week Community Awareness Project ('the project') under the 2009 National Crime Victims' Rights Week Community Awareness Project grant program ("NCVRW CAP") is subject to the terms and conditions below:

1. This agreement is subject to all of the terms and conditions, including the availability of funding, awarded to NAVAA pursuant to Grant No. 2006-VF-GX-K024 by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice ("OVC").
2. The Subgrantee shall perform the services and activities described in the application submitted under the NCVRW CAP grant program which shall be considered incorporated into this agreement, unless and to the extent any changes, revisions or modifications are approved or required by NAVAA.
3. NAVAA shall reimburse the Subgrantee for the actual, reasonable and necessary costs incurred by the Subgrantee in connection with the project as contained in the Subgrantee's application, not to exceed \$4,990.00, unless and to the extent approved by NAVAA. All expenditures are subject to the requirements of the NCVRW CAP program and the regulations set forth in the current edition of the Office of Justice Programs' Office of the Chief Financial Officer Financial Guide (<http://www.ojp.usdoj.gov/financialguide/>).
4. The Subgrantee agrees to retain for a period of at least three years from the end of this agreement and to make available on request to NAVAA, its agents or authorized agents of the U.S. Government all financial records, including adequate documentation of all expenditures and obligations made under this agreement. Reimbursement is subject to the submission by the Subgrantee of a satisfactory "After-Action Report/Reimbursement Request", as described in item No. 5.
5. The Subgrantee agrees to submit an After-Action Report/Reimbursement Request on a form provided by NAVAA. The After-Action Report/Reimbursement Request shall be submitted to NAVAA no later than June 30, 2009 and shall, at a minimum, include:
 - a. A narrative description of the project.
 - b. A list of all project co-sponsors and collaborative organizations and a brief description of their respective contributions to the project.
 - c. An enumeration of the type of public awareness materials developed, the number of each type produced and the number of each type actually distributed.
 - d. The number of press releases issued and/or media contacts made.
 - e. Documentation that the project was implemented (e.g. copies of news stories, photographs, press releases, etc.).
 - f. To the extent available, indicators of the reach or impact of the project (e.g. number of people attending an event).
 - g. Any discernible results or follow-up plans, including a discussion of the impact the project is believed to have had on the public's awareness of victims' rights.
 - h. Comments and feedback on the NCVRW CAP program and suggestions to improve the program.
 - i. Such other information as may reasonably be requested by NAVAA and/or OVC.
 - j. Request for reimbursement.



January 19, 2009

Ms. Sharman Wood
County of Tulare
District Attorney's Office
221 South Mooney Blvd., Room 224
Visalia, CA 93291

Dear Ms. Wood:

We are pleased to inform you that your application for 2009 National Crime Victims' Rights Week (NCVRW) Community Awareness Project (CAP) funding has been recommended by the National Association of VOCA Assistance Administrators (NAVAA) and approved by the Office for Victims of Crime (OVC). Your project was selected after careful consideration of 186 applications based on its efforts to raise public awareness about crime victims' rights and services available in your community and to commemorate 25 years of Victims of Crime Act (VOCA) accomplishments. NAVAA agrees to reimburse your project up to \$4,990.

Attached is a signed copy of the NCVRW CAP Subgrant Award Agreement. Your Subgrant Award Agreement number is: 09-06-115. Have an authorized official of your agency enter your agency's federal Employment Identification Number (EIN) or Taxpayer Identification Number (TIN) and then sign, date and return the agreement within ten (10) working days to: NAVAA, NCVRW CAP, 5702 Old Sauk Road, Madison, WI 53705 or by faxing it to (815) 550-1141. Be certain to retain a copy for your records.

To receive reimbursement for your approved expenses, your organization must implement your project in coordination with National Crime Victims' Rights Week, April 26-May 2, 2009, and then submit a final report of your project's activities and outcomes, including an itemized list of financial expenditures. The report and reimbursement request must be submitted to NAVAA **no later than June 30, 2009**. Copies of this form and instructions are available in a special Subgrantee section of the NCVRW CAP Web site (see later).

Please note that NAVAA will reimburse projects based on actual expenditures as contained in the approved budgets (or as modified), the guidelines related to this funding opportunity on the NCVRW Community Awareness Project Web site (<http://cap.navaa.org>), and the regulations set forth in the Office of Justice Programs' Financial Guide (<http://www.ojp.usdoj.gov/financialguide/>). Please contact Project Director Chris Nolan at chris@navaa.org (or call her at 920-648-3451) if you need to make changes to the approved strategy or budget **no later than April 17, 2009**. Ms. Nolan will inform you whether your revisions are approved.

Please keep the following restrictions in mind as you plan your NCVRW Community Awareness Project:

- We cannot reimburse you for speaker or consultant fees that exceed \$450 per day for each individual. Supplemental funding from other sources cannot be used to exceed this daily limit.
- Food and beverages costs must be reasonable and associated with an awareness event that is open to the public. Costs associated with an event at which alcohol is served are not allowable.
- Prizes associated with contests, raffles, or drawings, including cash or gift cards, will not be reimbursed. A reasonable, modest amount may be expended for recognition awards, such as plaques or certificates.
- Costs associated with promotional items, such as pins and buttons, must be reasonable and directly tied to the 2009 NCVRW theme, "25 Years of Rebuilding Lives: Celebrating the Victims of Crime Act".
- Salary or organizational overhead costs will not be reimbursed.
- Costs related either directly or indirectly to lobbying activities are not allowable.

- Costs associated with organized fundraising, including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions, cannot be reimbursed.
- You may not use or permit the use of the logo of the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime except on materials that have received prior approval from OVC.
- You are encouraged to use the following or similar statement on appropriate products and materials produced and/or distributed under this subgrant:
 "This project is supported by a 2009 National Crime Victims' Right Week Community Awareness Project subgrant awarded by the National Association of VOCA Assistance Administrators under a Victims of Crime Act grant from the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime."

All NCVRW Community Awareness Project applicants will automatically receive a copy of the 2009 NCVRW *Resource Guide* as soon as it becomes available. The *Resource Guide* contains camera-ready art files for brochures, posters, bookmarks, and other material for use during NCVRW.

To assist you in planning and implementing your Community Awareness Project, NAVAA will make available to you several technical assistance resources provided by Ms. Anne Seymour, a nationally known victim advocate. These resources include a 90-minute interactive Web presentation, a special NCVRW Community Awareness Project listserv and individual project consultations. You will be sent additional information about this technical assistance in the near future.

We have also set up a special section of the NCVRW CAP Web site just for subgrantees that contains documents and forms (including the After-Action/Reimbursement Request form and instructions) you will need for the administration of the subgrant award, a directory of NCVRW CAP recipients and additional technical assistance documents, including all of the CAP TIPS prepared for previous recipients. To access these web pages, go to <http://cap.navaa.org/subs> and enter username: "ncvrw" and password: "voca25" (without quotation marks; all lowercase).

Also enclosed is a sample press release we hope you will use to announce our support of your public awareness efforts; a brief VOCA Fact Sheet (including state-by-state VOCA grants), a list of OVC resources you may find helpful in raising awareness of crime victims' rights and services during NCVRW and throughout the year; and information on OVC's National Calendar of Crime Victim Assistance-Related Events, an online tool to help publicize related events. We encourage you to add your events, especially NCVRW events, to the Calendar.

A hard copy of these materials is being mailed to you. If you have any questions or concerns about your Community Awareness Project, please contact Project Director Chris Nolan at chris@navaa.org or call her at 920-648-3451.

Thank you for the work you do on behalf of crime victims in your community and for supporting National Crime Victims' Rights Week.

Sincerely,



Steve Derene
Executive Director

Enc: Subgrant Award Agreement
 Press Release Template
 VOCA Fact Sheet
 Public Awareness Resources
 OVC National Calendar of Events Information
 After-Action Report/Reimbursement Request Form

**National Crime Victims' Rights Week
Community Awareness Project
Subgrant Award Agreement**

Subgrant Award No.: 09-06-115

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1. This agreement is subject to all of the terms and conditions, including the availability of funding, awarded to NAVAA pursuant to Grant No. 2006-VF-GX-K024 by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice ("OVC").
2. The Subgrantee shall perform the services and activities described in the application submitted under the NCVRW CAP grant program which shall be considered incorporated into this agreement, unless and to the extent any changes, revisions or modifications are approved or required by NAVAA.
3. NAVAA shall reimburse the Subgrantee for the actual, reasonable and necessary costs incurred by the Subgrantee in connection with the project as contained in the Subgrantee's application, not to exceed \$4,990.00, unless and to the extent approved by NAVAA. All expenditures are subject to the requirements of the NCVRW CAP program and the regulations set forth in the current edition of the Office of Justice Programs' Office of the Chief Financial Officer Financial Guide (<http://www.ojp.usdoj.gov/financialguide/>).
4. The Subgrantee agrees to retain for a period of at least three years from the end of this agreement and to make available on request to NAVAA, its agents or authorized agents of the U.S. Government all financial records, including adequate documentation of all expenditures and obligations made under this agreement. Reimbursement is subject to the submission by the Subgrantee of a satisfactory "After-Action Report/Reimbursement Request", as described in item No. 5.
5. The Subgrantee agrees to submit an After-Action Report/Reimbursement Request on a form provided by NAVAA. The After-Action Report/Reimbursement Request shall be submitted to NAVAA no later than June 30, 2009 and shall, at a minimum, include:
 - a. A narrative description of the project.
 - b. A list of all project co-sponsors and collaborative organizations and a brief description of their respective contributions to the project.
 - c. An enumeration of the type of public awareness materials developed, the number of each type produced and the number of each type actually distributed.
 - d. The number of press releases issued and/or media contacts made.
 - e. Documentation that the project was implemented (e.g. copies of news stories, photographs, press releases, etc.).
 - f. To the extent available, indicators of the reach or impact of the project (e.g. number of people attending an event).
 - g. Any discernible results or follow-up plans, including a discussion of the impact the project is believed to have had on the public's awareness of victims' rights.
 - h. Comments and feedback on the NCVRW CAP program and suggestions to improve the program.
 - i. Such other information as may reasonably be requested by NAVAA and/or OVC.
 - j. Request for reimbursement.

6. The Catalog of Federal Domestic Assistance (CFDA) number for this program is 16.582.
7. To the extent permitted by law, the Subgrantee agrees to protect, indemnify, defend and hold harmless NAVAA, its officers, directors, employees and agents, against all claims, losses or damages to persons or property, governmental charges or fines, and costs (including reasonable attorney's fees), arising out of or in connection with the activities or events funded under this agreement except those claims arising out of the sole negligence or willful misconduct of the NAVAA.
8. The Subgrantee shall use the following or similar statement on appropriate products and materials produced and/or distributed under this subgrant:
 "This project is supported by a 2009 National Crime Victims' Right Week Community Awareness Project subgrant awarded by the National Association of VOCA Assistance Administrators under a Victims of Crime Act grant from the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime."
9. The Subgrantee shall not use or permit the use of the logo of the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime except on materials that have received prior approval from OVC.
10. The Subgrantee shall not assign any of its rights or obligations under this agreement, or delegate the performance of any of its duties hereunder, without the prior consent of the NAVAA.

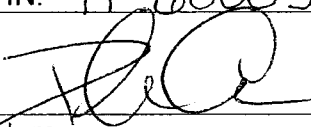
I have read and fully understand this agreement and agree to abide by the terms and conditions thereof and certify that I am authorized to enter into this agreement.

On behalf of the National Association of
VOCA Assistance Administrators (NAVAA)

On behalf of County of Tulare, District
Attorney's Office



Signature

EIN/TIN: 94-6000596


Signature

Steve Derene

Type or Print Name of Authorized Official

Phillip J. Cline

Type or Print Name of Authorized Official

Executive Director

Title

District Attorney, Tulare County

Title

Jan. 19, 2009

Date

02/17/09

Date

APPROVED AS TO FORM:
COUNTY COUNSEL
By G. [Signature] 2/13/09
Deputy 2009 211

2009 NATIONAL CRIME VICTIMS' RIGHTS WEEK (NCVRW)
Community Awareness Projects (CAP)
April 26 – May 2, 2009
“25 Years of Rebuilding Lives: Celebrating the Victims of Crime Act”
PROPOSAL APPLICATION

Fax applications to 815-550-1141, email as attachment to cap@navaa.org
or mail to NCVRW CAP, 5702 Old Sauk Road, Madison, WI 53705.
Do **not** exceed allowable number of words as indicated for each narrative question.
Do **not** include additional pages or attachments.
Applications must be **received** no later than **November 3, 2008**.

SECTION 1: ORGANIZATIONAL INFORMATION	
Full Name of Lead Applicant Organization	County of Tulare, District Attorney's Office
Mailing Address	221 South Mooney Blvd., Room 224 City: Visalia State: CA Zip: 93291
Name of Contact	Salutation: Ms. First: Sharman Last: Wood
Tel (xxx-xxx-xxxx): 559-624-1054	Fax (xxx-xxx-xxxx): 559-624-1077
Email	swood@co.tulare.ca.us
Web Site	http://www.da-tulareco.org
Type of Organization (select one)	
<input type="checkbox"/> Non-Profit <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Community Coalition <input type="checkbox"/> Other (Please describe):	
<input checked="" type="checkbox"/> Public/Governmental Agency <input type="checkbox"/> Tribal Organization <input type="checkbox"/> Grassroots Organization	
Have any of the project partners received previous NCVRW CAP funding?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, which year(s): <input type="checkbox"/> 2004 <input type="checkbox"/> 2005 <input type="checkbox"/> 2006 <input type="checkbox"/> 2007 <input type="checkbox"/> 2008	
<input checked="" type="checkbox"/> I have read and reviewed the Applicant Guide, Application Instructions and other project information.	

Briefly describe lead organization's mission with crime victims' issues and its experience in conducting public awareness activities. (500 words).

The mission of the Tulare County District Attorney's Office is to represent the people of the State of California in an efficient, effective, and ethical manner as an administrator of justice and a protector of the guarantees set forth in the Constitution of the State of California and the United States. We also participate in the life of our community, support appropriate efforts to prevent crime, provide opportunities for youth to make intelligent choices, and educate our citizens about the causes of crime and its impact on our quality of life and democratic system of self-government.

The Victim Witness Assistance Center was established in Tulare County in 1980. The Program came under the direction of the District Attorney's office in 1996, and continues to be the major provider of victim services in Tulare County. Our Victim Witness Assistance staff provide the following services to victims of crime and their family members: crisis intervention; emotional support; liaison between victim, police, prosecutor, and other agencies; orientation to the criminal justice system; court escort; case status information; property return information; community resource and referral counseling; and assistance in filing for financial reimbursement for losses incurred as a result of being injured or threatened with injury during a crime.

The District Attorney's Office administers several grant programs that help fund victim services and issues, including the following: Violence Against Women Vertical Prosecution, Elder Abuse Advocacy and Outreach, and Victim Witness Assistance. We also serve Spanish speaking victims through the Special Emphasis Victims Assistance Program. These programs are designed to include a full range of comprehensive services to victims of crime through a multi-agency approach.

The Victim Witness Assistance Center receives referrals from all local law enforcement agencies, as well as our own prosecuting attorneys, Child Protective Services, funeral homes, hospitals, rape crisis centers, and domestic violence shelters. Our staff makes referrals to other service providers, such as Family Services of Tulare County, organizations that provide temporary housing, and providers of medical and psychological services.

Our staff has extensive experience in organizing educational events and conducting public awareness activities. This includes making public presentations to a variety of groups, including law enforcement, community service groups, parent groups, doctors and nurses, and businesses. We also hold special events that increase public awareness, including the Victims' Memorial Quilt Unveiling Ceremony and candlelight vigils honoring victims of domestic violence. Victim Witness Assistance staff conduct outreach efforts, as well as display and present project materials, at the Child Abuse Conference, Migrant Education events, high schools, health fairs, County fairs, senior centers, and other locations throughout the community. The Kids' Court program helps children gain familiarity with the court environment, personnel, and processes, to prepare them for court appearances.

We have developed and disseminated a variety of brochures, which include the following topics: Victim Witness Bureau, Child Abuser Response Team, child abuse, domestic abuse, elder abuse, elder crime prevention, and preparing to testify. Additionally, we have developed press releases and public service announcements to increase public awareness.

SECTION 2: PROJECT DESCRIPTION

a. Date(s) of funded activities: April 26 - May 2, 2009 (promotion begin April 1)

b. Describe specific NCVRW CAP activities or events for which grant funds are requested and the anticipated general public impact (500 words).

The goal of this project is to increase the general public's awareness and knowledge of the rights and services available to victims of all types of crime. Grant funding will allow for print media advertising, public service announcements, and radio spots, in both English and Spanish. These will be used to inform community members of events held during Victims' Rights Week, as well as services available. Candlelight vigils will also be held throughout the County, in conjunction with other organizations, to honor the victims of crime and their surviving family members.

Each year, the Victims' Memorial Quilt is unveiled during Victims' Rights Week in a special ceremony. This evening of dedication and remembrance includes testimonials from surviving family members. Victim Assistance Advocates also provide program information and literature. Grant funds will be used to expand the event in order to increase the number of community members in attendance. This would require that the event be held in a larger facility, and that public awareness be increased through outreach and public service announcements. Last year, more than 250 community members attended, and each year the number has increased.

We will also facilitate a ceremony to recognize the programs and individuals who have gone above and beyond to assist victims of crime. This may include the following: community members and volunteers; service organizations; law enforcement individuals; businesses providing assistance with housing, utilities, food, and clothing; medical and mental health providers that donate their services; and funeral homes. Grant funding would pay for plaques and certificates of appreciation, the facility, and refreshments.

Victim Witness Advocates will conduct outreach efforts throughout the week at local malls, community colleges, high schools, senior centers, and other community events. This will include providing information, both verbally and in writing, on victims' services in both English and Spanish. Displays will be set up that include information on victims' rights, how to obtain services, and the results of Victim Witness programs. Statistics will be included to show the number of victims that experience and/or report different types of crime, and successful prosecutions. Stories will show how victims' services and compensation has helped local residents. We will highlight programs that receive VOCA grants, as well as the State victim compensation program, and promote awareness of services available to victims through local, state, and federal agencies. Grant funds will be used to create printed materials, such as flyers, brochures, and posters.

The rural County of Tulare covers 4,823 square miles. The population of Tulare County is approximately 421,553. Although outreach will occur county-wide, activities will largely take place in Visalia and Porterville, the two largest cities within the County. The recognition ceremony will be held in the city of Visalia, which has a variety of locations with meeting facilities.

The project will impact the general community at large, rather than a narrow or selected audience. All events and activities funded, in part or in whole, under this grant will be open to the public.

c. Describe the project's relationship to National Crime Victims' Rights Week including whether and how this project will be coordinated with other community NCVRW activities (200 words).

Although NCVRW week overlaps with other victim-related observances, this grant funded project will only focus on NCVRW and this year's theme. Traditional events will be enhanced by creative and collaborative partnerships, which will be strengthened during the planning of Victims' Rights Week activities.

The projects funded through this grant will be directly related to, and activities will be held during, National Crime Victims' Rights Week. Our projects will be coordinated with other activities during the week, including those conducted by Family Services of Tulare County, which operates the battered women's shelter and the rape crisis response program. Other service providers will participate with our Victim Witness Advocacy staff in outreach efforts, as well as candlelight vigils. We will also invite representatives from other organizations to speak at our events during the week, which will increase awareness of the services that they provide.

Representatives from other organizations that provide services to victims and their family members will attend the Victims' Memorial Quilt Unveiling Ceremony held during Victims' Rights Week. Additionally, our Victim Witness Advocacy staff will attend other victims' memorial quilt unveiling ceremonies and candlelight vigils held in contiguous counties. This will allow us to network and increase collaboration.

d. NCVRW – Describe how the project will use the National Crime Victims' Rights Week theme and colors (300 words).

The 2009 National Crime Victims' Rights Week theme and colors will be incorporated into all aspects of the project. They will be used to promote awareness of victims' rights and needs, as well as services available, and enhance general public awareness.

The theme, "25 Years of Rebuilding Lives: Celebrating the Victims of Crime Act", will be used to commemorate the Victims of Crime Act's significant contributions, which include funding for direct services to crime victims and other victim related activities. The theme will be used in all press releases, public services announcements, posters, and other printed materials.

The dark blue and cranberry red colors will be used on flyers, literature, ribbons, and other materials used to promote victims' rights and services among the general public during National Crime Victims' Rights Week. The colors and theme, as well as the NCVRW logo and mission statement, will also be incorporated into the 2009 Victims' Memorial Quilt, tablecloths and napkins, and giveaways.

We will use the customizable posters and other materials in the 2009 NCVRW Resource Guide to incorporate the NCVRW theme and colors into our printed materials, such as flyers, invitations, brochures, bookmarks, and posters. We will disseminate the Resource Guide to our collaborative partners, and use the guide to obtain information on victimization, statistics, and special event ideas.

All project activities, including outreach and promotion, will be geared toward victims of all types of crimes, including but not limited to the following: domestic violence, sexual assault, child sexual and physical abuse, homicide, drunk driving, elder abuse, stalking, identity theft, etc.

We will utilize the support and technical assistance provided by NAVAA in planning and implementing NCVRW CAP projects. Enhancements and refinements to our proposed activities will occur as we collaborate with our partners during the planning and implementation phases.

e. List all project cosponsors/collaborative organizations and briefly describe each's contribution to this specific project (do not discuss overall or general support to the agency or community victim services (300 words).

The County of Tulare, District Attorney's Office Victim Witness Advocacy staff will collaborate with several other local organizations with regard to Victims' Right Week projects. This will allow us to reach a broader audience within the community.

Project staff works closely with a multitude of service agencies, including Mothers Against Drunk Driving, Family Service of Tulare County, Rape Crisis Center, Domestic Violence Shelters, Child Protective Services, and Lindsay and Woodlake Healthy Start programs. These agencies will help distribute information regarding Victims' Rights Week activities, as well as victims' services in general, to members of the community, including potential victims and their families. Other partners for this project will include public officials, Probation, Corrections, Family Court, and local businesses.

Family Services of Tulare County, which operates the battered women's shelter and the rape crisis response program, will participate with our Victim Witness Advocacy staff in candlelight vigils and other activities. Visalia Emergency Aid and other service providers will also participate in outreach efforts. We will also work with local high schools, community colleges, and allied professionals to disseminate information. Local law enforcement agencies will display ribbons on their patrol car antennas during Victims' Rights Week.

Local businesses and other service organizations will serve as cosponsors and/or contribute to the specific projects funded through this grant. For example, they may serve as sponsors or donate food for the ceremony to recognize the programs and individuals who have gone above and beyond to assist victims of crime.

Community support for this project is demonstrated by the number and variety of organizations that we will collaborate with. Other service organizations will donate staff time. We are in the process of seeking specific commitments from partners, as well as donations from local businesses for items such as facility space and refreshments.

f. Victim Involvement/Diversity Describe the involvement of victim/survivors in the project's planning and implementation (300 words).

Victims and survivors will take an active role in development and implementation of activities during Victims' Right Week. They will serve as guest speakers at candlelight vigils, ceremonies, and other events throughout the County, providing testimonials, information, and support for others in the community. We will include victims and their family members in the planning and implementation of outreach and other activities, as well as public service announcements and newspaper articles, as they are representative of the target population.

As the general population of Tulare County is diverse, it is vital that activities and services be culturally and linguistically appropriate. Approximately 56% of the County population is Hispanic, and 46% speaks a language other than English at home. As the large Hispanic population throughout the County is also indicative of our victim population, and therefore our target population, all outreach and materials will be in both Spanish and English. Spanish speaking Victim Witness Advocates will also be available. The elderly and children will also be specifically targeted through outreach efforts.

The annual Victims' Memorial Quilt Unveiling Ceremony is held in conjunction with Victims' Rights Week. Families who have lost a family member through homicide or drunk driving submit a quilt square commemorating the life of their loved one. Each year, between 16 and 24 squares are created. The squares are crafted together to form a memorial quilt, which is unveiled at a ceremony that includes testimonials from family members and words of comfort from various public officials. Stories will demonstrate how victims' services and compensation has helped local residents. This evening of dedication and remembrance allows the victims' family members to meet and provide support for each other. The surviving family members are very involved in planning the ceremony and related activities, as well as setting up for the event.

SECTION 3: BUDGET

Itemize each budget item below (federal funds only), enter whole dollar amounts.

	Description	Amount
1.	Public service announcements: English & Spanish	\$760
2.	Printing: brochures, invitations, flyers, posters	\$1,675
3.	Refreshments: for ceremonies	\$350
4.	Plaques and certificates of recognition	\$750
5.	Candles: for candlelight vigils	\$100
6.	Facility/space rent: for ceremonies	\$900
7.	Tablecloths, napkins, plates, & cups: for ceremonies	\$150
8.	Giveaways: magnets & pencils	\$305
9.		
10.		
11.		
12.		
13.		
14.		
15.		
	TOTAL (not to exceed \$5,000) (right-click, "Update Field" for total)	\$4,990

Use this space for any needed explanations or calculations of federally-funded budget items. (150 words).

The line item budget demonstrates that all costs for which funding is being requested are allowable under the program guidelines. Donations are not included. Reimbursement will be sought for actual costs associated with public awareness activities described in the project description.

Public service announcements: 2 English @ \$95 x 4 spots (\$380) & 2 Spanish @ \$95 x 4 spots (\$380)
 Printing: 1,500 brochures (\$825); 1,000 invitations @ 55 cents (\$550); 1,000 flyers @ 10 cents (\$100); & 200 posters @ \$1.00 each (\$200)
 Plaques and certificates of recognition: 20 plaques @ \$30 (\$600) & 100 certificates \$150
 Giveaways: 500 magnets @ 51cents (\$255) & 1,000 pencils @ 50 cents (\$50)
 Candles: 1,000 @ 10 cents each for candlelight vigils
 Facility/space rent: for 2 ceremonies @ \$450 each
 Refreshments: for 2 ceremonies @ \$175 each
 Tablecloths, napkins, plates, & cups: for 2 ceremonies @ \$75

CERTIFICATION

The organization's authorized representative must indicate official intent to apply for and, if approved, accept the National Crime Victims' Rights Week Community Awareness Project subgrant award. Such indication may be a written or electronic signature below. An electronic signature is created by clicking the "Signature" box to fill it with an "X".

Barbara Greaver

Representative Name (PRINTED)


Signature of Applicant

Supervising Attorney

Title

November 3, 2008

Date

Fax completed application to 815-550-1141; e-mail as attachment to cap@navaa.org; or mail to: NCVRW CAP, 5702 Old Sauk Road, Madison, WI 53705. Retain printed copy of application for your records. **Applications must be received no later than November 3, 2008.**