

**THE CALIFORNIA ENDOWMENT**  
**PROGRAM SUPPORT GRANT AGREEMENT**

Office of the Los Angeles City Attorney

EIN 95-6000735

Grant Number 20142016

This Program Support Grant Agreement ("Agreement"), upon execution on behalf of Grantee in the spaces provided for signature, will evidence Grantee's agreement with and commitment to The California Endowment ("The Endowment") as follows:

**I. GRANTEE'S STATUS**

This grant is specifically conditioned upon Grantee's status as an eligible grantee of The Endowment in accordance with this Section. Grantee warrants and represents that it is one of the following: (a) a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), and is not a private foundation as defined in Section 509(a) of the Code, (b) a governmental unit referred to in Section 170(c)(1) of the Code, or (c) a college or university that is an agency or instrumentality of a government or political subdivision of a government, or owned or operated by the same, within the meaning of Section 511(a)(2)(B) of the Code. If grantee is a Section 501(c)(3) organization described in (a), Grantee has provided The Endowment with a copy of IRS determination letter(s) evidencing its status as an eligible grantee and Grantee warrants and represents that such determination letter(s) are currently in full force and effect. Regardless of Grantee's current tax status, Grantee will notify The Endowment immediately of any actual or proposed change in tax status.

**II. PURPOSE OF GRANT**

Neighborhood Justice Program - Reducing Recidivism and Improving Health: To support implementation, evaluation and scaling of health-promoting restorative justice practices in Los Angeles County.

This grant is made only for the specific charitable purposes described in this Agreement. The grant funds, which includes any interest earned on the funds, may not be used for any other purpose without prior written approval from The Endowment.

**III. EXPECTED OUTCOMES OF GRANT**

1) Year One Outcomes: assuming 6 total case managers (2 existing plus 2 Endowment-funded who will implement Neighborhood Justice Program (NJP) citywide plus 2 Federally-funded case managers for SMART demonstration project): 600 cases referred to NJP in year one, 420 successfully completed restorative agreements and 85% compliance rate.

2) Year Two Outcomes: assuming 6 total case managers (2 existing plus 2 Endowment-funded who will implement NJP citywide plus 2 Federally-funded case managers for SMART

demonstration project): 800 cases referred to NJP in year two, 560 successfully completed restorative agreements and 90% compliance rate.

**IV. AMOUNT OF GRANT**

\$523,850.00, payable as follows.

\$261,925, upon The Endowment's receipt of this executed Agreement; \$261,925 on December 31, 2015.

First payment is contingent upon receipt of this original signed Agreement. Subsequent payments are contingent upon compliance with this Agreement, including timely receipt of progress reports, as outlined in the Terms and Conditions of Grant Section.

**V. PERIOD OF GRANT**

Grant funds are to be applied to expenses incurred for the period from 12/1/2014 to 11/30/2016, unless otherwise agreed upon in writing by The Endowment.

**VI. TERMS AND CONDITIONS OF GRANT**

Grantee agrees that the grant is subject to the following conditions:

**A. Expenditure of Grant Funds.**

1. Use of Funds. Grantee must spend the grant funds only for the purposes described above.
2. Prohibited Uses. Grantee shall not use any of the funds from this grant in a manner inconsistent with Section 501(c)(3) of the Code, including:
  - a. carrying on propaganda, or otherwise attempt to, influence legislation,
  - b. influencing the outcome of any specific public election,
  - c. carrying on, directly or indirectly, any voter registration drive,
  - d. inducing or encouraging violations of law or public policy, or
  - e. causing any private inurement or improper private benefit to occur.
3. Payment of Funds to Related Parties of The Endowment. No part of these grant funds shall be paid to any director, officer, or employee (or their family members) of The Endowment for any purpose.

**B. Return of Funds.** Grantee shall return to The Endowment any grant funds under the following conditions:

1. If The Endowment, in its reasonable discretion, determines that the Grantee has not performed in accordance with this Agreement; or
2. Any portion of the funding is not used for grant purposes.

**C. Records, Audits, Site Visits.** Funds provided by The Endowment, together with any interest thereon, shall be accounted for separately in the Grantee's books and records.

A systematic accounting record shall be kept by the Grantee of the receipt and disbursement of such funds. The Grantee shall retain original substantiating documents related to restricted grant expenditures and make these records available for The Endowment's review upon request. Grantee shall be responsible for maintaining adequate financial records of this grant program. The Endowment, or a designated representative, reserves the right, upon written notice, to audit Grantee's books and records relating to the expenditure of any funds provided by The Endowment as a restricted grant.

- D. Reports. Grantee shall make interim written reports to The Endowment according to the schedule set forth below. Each such written report shall describe in detail the use of the granted funds, compliance with the terms of the grant, and the progress made by the Grantee toward achieving the purposes for which the grant was made, during the period covered by such report. All such reports must be signed by an officer of the Grantee.

The schedule of due dates for such written reports is:

1st interim report: December 31, 2015; and

Final Report: December 31, 2016

- E. Licensing and Credentials. The Grantee hereby agrees to maintain, in full force and effect, all required governmental or professional licenses and credentials for itself, its facilities, and for its employees and all other persons engaged in work in conjunction with this grant.
- F. Management and Organizational Changes. The Grantee agrees to provide immediate written notice to The Endowment if significant changes or events occur during the term of this grant which could potentially impact the progress or outcome of the grant, including, without limitation, changes in the Grantee's management personnel or losses of funding.
- G. Public Reporting. The Grantee agrees to disseminate to the public, by using established channels of communication, pertinent information relating to the results, findings, or methods developed through this grant.
- H. Publications; License. Any information contained in publications, studies, or research funded by this grant shall be made available to the public following such reasonable requirements as The Endowment may establish from time to time. Grantee grants to The Endowment an irrevocable, nonexclusive license to publish any publications, studies, or research funded by this grant at its sole discretion.
- I. Knowing Assumption of Obligations. Grantee acknowledges that it understands its obligations imposed by this Agreement, including but not limited to those obligations imposed by reference to the Code. Grantee agrees that if Grantee has any doubts about its obligations under this Agreement, including those incorporated by reference to the Code, Grantee will promptly contact The Endowment or legal counsel.
- J. Terrorist Activity. The Grantee agrees that it will use the grant funds in compliance with all applicable anti-terrorists financing and asset control laws, regulations, rules, and executive orders, including, but not limited to the USA Patriot Act of 2001 and Executive Order 13224.
- K. Identification of The Endowment. Grantee shall ensure that The Endowment is clearly identified as a funder or supporter of Grantee in all published material relating to the

subject matter of the grant. Grantee shall list The Endowment as a funder or supporter in its annual report (if any). All proposed Grantee external communications regarding The Endowment shall be submitted first to The Endowment for its review and approval.

- L. The Endowment Letterhead and Logo. Use of The Endowment letterhead or logo is prohibited without prior written consent from the Communications Department of The Endowment.
- M. Subgrantees. With regard to the selection of any subgrantees to carry out the purposes of this grant, Grantee retains full discretion and control over the selection process, acting completely independently of The Endowment. There is no agreement, written or oral, by which The Endowment may cause Grantee to choose any particular subgrantee.
- N. No Agency. Grantee is solely responsible for all activities supported by the grant funds, the content of any product created with the grant funds, and the manner in which any such product may be disseminated. This Agreement shall not create any agency relationship, partnership, or joint venture between the parties, and Grantee shall make no such representation to anyone.
- O. No Waivers. The failure of The Endowment to exercise any of its rights under this Agreement shall not be deemed to be a waiver of such rights.
- P. No Further Obligations by The Endowment. This grant is made with the understanding that The Endowment has no obligation to provide other or additional support or grants to the Grantee.
- Q. Remedies. If The Endowment determines, in its reasonable discretion, that Grantee has substantially violated or failed to carry out any provision of this Agreement, including but not limited to failure to submit reports when due, The Endowment may, in addition to any other legal remedies it may have, refuse to make any further grant payments to Grantee under this or any other grant agreement, and The Endowment may demand the return of all or part of the grant funds not properly spent or committed to third parties, which Grantee shall immediately repay to The Endowment. The Endowment may also avail itself of any other remedies available by law.
- R. Indemnification. Grantee irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless The Endowment, its officers, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission of Grantee, its employees, or agents, in applying for or accepting the grant, in expending or applying the grant funds, or in carrying out any project or program to be supported by the grant, except to the extent that such claims, liabilities, losses, or expenses arise from or in connection with any act or omission of The Endowment, its officers, directors, employees, or agents.
- S. Captions. All captions and headings in this Agreement are for the purposes of reference and convenience only. They shall not limit or expand the provisions of this Agreement.
- T. Entire Agreement; Amendments and Modifications. This Agreement constitutes the entire agreement of the parties with respect to its subject matter and supersedes any and all prior written or oral agreements or understandings with respect to the subject matter

hereof. This Agreement may not be amended or modified, except in a writing signed by both parties.

- U. Governing Law. This Agreement shall be governed by, and construed and interpreted in accordance with, the laws of the State of California, applicable to contracts to be performed wholly within said state.

## VII. ACCEPTANCE OF AGREEMENT

The Endowment reserves the right to withhold or suspend payments of grant funds if the Grantee fails to comply strictly with any of the terms and conditions of this Agreement or any other grant agreement between The Endowment and Grantee.

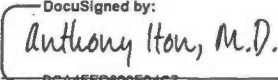
If this Agreement correctly sets forth your understanding and acceptance of the arrangements made regarding this grant, please countersign and return to The Endowment.

“THE ENDOWMENT”

**THE CALIFORNIA ENDOWMENT,**  
a California nonprofit public benefit  
corporation.

“GRANTEE”

**OFFICE OF THE LOS ANGELES CITY  
ATTORNEY**

By:   
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



The  
California  
Endowment

### Payment Form

The California Endowment issues electronic payments via an ACH credit directly to your bank account. In order to process your payment, please enter your Bank Name, Bank Routing Number and Bank Account Number in the fields below.

**Please note that fees of \$.10-\$.20 cents may be imposed by your bank for each ACH transaction. Please refer to your bank representative for details.**

If you prefer not to receive payment electronically, please enter "N/A" in the fields, and The Endowment will issue a paper check that will be mailed via US post.

|                               |                                                                                    |
|-------------------------------|------------------------------------------------------------------------------------|
| Grantee Organization Name     | Office of the Los Angeles City Attorney                                            |
| Project Title and File Number | Neighborhood Justice Program - Reducing Recidivism and Improving Health (20142016) |
| Grantee Organization Address  | City Hall East<br>200 North Main Street<br>Los Angeles, CA 90012                   |
| Payee Organization Name       | Office of the Los Angeles City Attorney                                            |
| Bank Name                     |                                                                                    |
| Bank Routing Number           |                                                                                    |
| Bank Account Number           |                                                                                    |
| Confirm Bank Account Number   |                                                                                    |

By signing this form, I confirm that the above bank information is accurate and that I authorize The California Endowment to issue an ACH credit to the above named account:

Signed by:

Title:





The  
California  
Endowment

**Monitoring Form**

Office of the Los Angeles City Attorney

City Hall East

200 North Main Street

Los Angeles, CA 90012

Project Title and File Number: Neighborhood Justice Program - Reducing Recidivism and Improving Health (20142016)

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The California Endowment uses online submission of monitoring reports for grantees. Upon receipt of this completed form and your signed Grant Agreement, we will establish an online account for you. Only one accountholder per grant is allowed. Thereafter, you will be able to log into that account, establish a permanent password, view reporting requirements and submit reports.

Should you have any questions, please contact [tcegrantreports@calendow.org](mailto:tcegrantreports@calendow.org)

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**Reporting Contact** – person responsible for submitting reports

Name:

Title:

Phone number:

Fax number:

Email address:

Organization website:

## Certificate of Completion

Envelope Number: B7AB9DE952F8449C895F217A38B9A5E9  
 Subject: 20142016, Grant from The California Endowment to Office of the Los Angeles City Attorney  
 Source Envelope:  
 Document Pages: 7  
 Certificate Pages: 5  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled

Status: Sent

Envelope Originator:  
 Stephen Gould  
 1000 N Alameda St  
 Los Angeles, CA 90012  
 sgould@calendow.org  
 IP Address: 64.60.230.130

## Record Tracking

Status: Original  
 12/8/2014 4:09:28 PM PT

Holder: Stephen Gould  
 sgould@calendow.org

Location: DocuSign

## Signer Events

Michelle Humphreys  
 mhumphreys@calendow.org  
 Manager, Program Administration  
 The California Endowment  
 Security Level: Email, Account Authentication (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered  
 ID:

## Signature

DS  


Using IP Address: 64.60.230.130

## Timestamp

Sent: 12/8/2014 4:20:13 PM PT  
 Resent: 12/9/2014 4:14:03 PM PT  
 Viewed: 12/15/2014 10:47:30 AM PT  
 Signed: 1/6/2015 9:23:31 AM PT

Anthony Iton, M.D.  
 aiton@calendow.org  
 Senior Vice President  
 The California Endowment  
 Security Level: Email, Account Authentication (None)  
 Electronic Record and Signature Disclosure:  
 Not Offered  
 ID:

DocuSigned by:  
  
 BCA4FFD699E94C7...

Using IP Address: 67.142.235.252

Sent: 1/6/2015 9:23:33 AM PT  
 Viewed: 1/7/2015 11:05:38 AM PT  
 Signed: 1/8/2015 1:12:37 PM PT  
 Freeform Signing

Jose Egurbide  
 Jose.egurbide@lacity.org  
 Security Level: Email, Account Authentication (None)  
 Electronic Record and Signature Disclosure:  
 Accepted: 1/12/2015 2:41:28 PM PT  
 ID: faee7d8c-15c4-4f13-9587-a8d07bf45a07

Sent: 1/8/2015 1:12:39 PM PT  
 Viewed: 1/12/2015 2:41:28 PM PT

## In Person Signer Events

## Signature

## Timestamp

## Editor Delivery Events

## Status

## Timestamp

## Agent Delivery Events

## Status

## Timestamp

## Intermediary Delivery Events

## Status

## Timestamp

## Certified Delivery Events

## Status

## Timestamp

## Carbon Copy Events

## Status

## Timestamp

**Carbon Copy Events****Status****Timestamp**

Electronic Approvals

eapprovals@calendow.org

The California Endowment

Security Level: Email, Account Authentication  
(None)

Electronic Record and Signature Disclosure:

Accepted: 3/5/2012 10:45:26 AM PT

ID: a140b8cb-882d-4d5f-b94d-fd95b51f9f42

TCE Grant Reports

tcegrantreports@calendow.org

Security Level: Email, Account Authentication  
(None)

Electronic Record and Signature Disclosure:

Not Offered

ID:

**Notary Events****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

1/8/2015 1:12:39 PM PT

**Electronic Record and Signature Disclosure**

## **ELECTRONIC CONSENT**

### **Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures in electronic format on the terms and conditions described below, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this ELECTRONIC CONSENT; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify The California Endowment as described above, I consent to receive through electronic means notices, disclosures, authorizations, acknowledgements, and other documents made available to me by The California Endowment during the course of my relationship with you.

## **ELECTRONIC CONSENT DISCLOSURE**

From time to time, The California Endowment (we, us or Organization) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system.

Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive

notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive notices and consents electronically from us or to sign documents electronically from us.

**How to contact The California Endowment**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us, please email or call your Endowment representative directly.

**To advise The California Endowment of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to your Endowment representative and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address.

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

**To request paper copies from The California Endowment**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail your Endowment representative and in the body of such request you must state your e-mail address, full name and title, legal name of organization, US Postal address, and telephone number.

**To withdraw your consent with The California Endowment**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent or you may;
- ii. send an e-mail to your Endowment representative and in the body of such request you must state your e-mail, full name and title, legal name of organization, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process.

**Required hardware and software**

|                    |                                                                                                                                                            |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Operating Systems: | Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X                                                                                                      |
| Browsers:          | Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari®, 3.0 or above (Mac only) |
| PDF Reader:        | Acrobat® or similar software may be required to view and print PDF files                                                                                   |
| Screen Resolution: | 800 x 600 minimum                                                                                                                                          |

|                            |                           |
|----------------------------|---------------------------|
| Enabled Security Settings: | Allow per session cookies |
|----------------------------|---------------------------|

\*\* These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

## City of Los Angeles Grant Award Notification and Acceptance

**Recipient Department**

This Grant Award is: ☒ New ☒ Continuation/Renewal ☐ Supplemental ☐ Revision ☐ Sub-Allocation

Grants Coordinator: Jennifer Krieger E-Mail: jennifer.krieger@lacity.org Phone: 213-978-8100

Project Manager: Jennifer Krieger E-Mail: jennifer.krieger@lacity.org Phone: 213-978-8100

Department/Bureau/Agency: City Attorney Criminal Division Date: 02/04/2015

**Grant Information**

Name of Grantor: The California Endowment Pass Through Agency: n/a

Grant Program Title: Neighborhood Justice Program Notification of Award Date: January, 2015

|                                                                                                                                                                                                                                                                |                                                                                                                                                          |                                                                                                              |                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| Funding Source (Public or Private):<br><input type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/> Local<br><input checked="" type="checkbox"/> Foundation <input type="checkbox"/> Corporation<br><input type="checkbox"/> Other | Grant Type:<br><input type="checkbox"/> Formula/Block<br><input checked="" type="checkbox"/> Competitive/Discretionary<br><input type="checkbox"/> Other | Funds Disbursement:<br><input type="checkbox"/> Advance<br><input checked="" type="checkbox"/> Reimbursement | Agency's Grant ID:<br>CFDA # _____<br>Other ID # _____<br>eCivis ID# _____ |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|

Match Requirement: ☒ None ☐ Recommended ☐ Mandatory \_\_\_\_\_ Amount = \_\_\_\_\_ % Match

Match Type: ☐ Cash ☐ In-Kind Identify Source of Match: \_\_\_\_\_

|                     |                            |                           |                                  |                            |
|---------------------|----------------------------|---------------------------|----------------------------------|----------------------------|
| Fiscal Information: | Awarded Funds<br>\$523,850 | Match/In-Kind Funds<br>\$ | Additional/Leveraged Funds<br>\$ | Total Project Budget<br>\$ |
|---------------------|----------------------------|---------------------------|----------------------------------|----------------------------|

**Approved Grant Budget Summary:**

| Category             | Awarded | Match | Additional | Explanation |
|----------------------|---------|-------|------------|-------------|
| Personnel            |         |       |            |             |
| Salaries             | 298,215 |       |            |             |
| Fringe Benefits      | 98,232  |       |            |             |
| Indirect             | 125,220 |       |            |             |
| Equipment            |         |       |            |             |
| Materials/Supplies   | 2,183   |       |            |             |
| Travel               |         |       |            |             |
| Contractual Services |         |       |            |             |
| Other                |         |       |            |             |
|                      |         |       |            |             |
|                      |         |       |            |             |
| Total:               | 523,850 |       |            |             |

**Approved Project**

Descriptive Title of Funded Project: Neighborhood Justice Program

Performance Period Start/End Dates (Month/Day/Year):  
Start: 03/01/15 End: 02/28/17

Citywide: ☒  
Affected Council District(s): All  
Affected Congressional District(s): All

Purpose: ☐ Capital/Infrastructure ☐ Equipment ☒ Program ☐ Planning/Training ☐ Pilot/Demonstration

Identify Internal Partners (City Department/Bureau/Agency):  
Identify External Partners: Community stakeholders

**Summary**

Please provide a project summary including goals, objectives (metrics), specific outcomes, and briefly describe the activities that will be used to achieve these goals. You may attach an additional sheet of paper if necessary.

Funding from the California Endowment will cover the salaries and related cost of two new positions for a two year period, to enable city-wide expansion of the Neighborhood Justice Panel program (NJP) Based on principles of Restorative Justice, NJP was created by the Los Angeles City Attorney to identify first-time, non-violent offenders and divert them from the traditional criminal justice system before criminal charges are ever filed. Participants in the NJP are held accountable for the crime they committed by the community they harmed, while also gaining access to services that increase the chances of preventing their future involvement with the criminal justice system. This funding building upon initial grant funding from different sources to launch NJPs.

## City of Los Angeles Grant Award Notification and Acceptance

### Fiscal Impact Statement

Please describe how the acceptance of this grant will impact the General Fund. Provide details on any additional funding that may be required to implement the project/program funded by this grant.

**None.**

### Acceptance Packet

The above named Department has received an award for the Grant Program identified above, accepts full responsibility for the coordination and management of all Grant funds awarded to the City, and will adhere to any policies, procedures and compliance requirements set forth by the Grantor and its related agencies or agents, as well as those of the City, and its financial and administrative departments. The following items comprise the Acceptance Packet and are attached for review by the CAO Grants Oversight Unit:

- |                                                                                   |                                                                  |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Grant Award Notification and Acceptance       | <input type="checkbox"/> Copy of Award Notice                    |
| <input checked="" type="checkbox"/> Grant Project Cost Breakdown (Excel Document) | <input type="checkbox"/> Copy of Grant Agreement (if applicable) |
| <input type="checkbox"/> Detail of Positions and Salary Costs (Excel Document)    | <input type="checkbox"/> Additional Documents (if applicable)    |

Department Head Name:  
MC Molidor

Department Head Signature:



Date: 2/6/2015

### FOR CAO USE ONLY

The Office of the City Administrative Officer, Grants Oversight Unit has reviewed the information as requested, and has determined that the Acceptance Packet is:

- ☐ Complete The Acceptance Packet has been forwarded to appropriate CAO analyst  
☐ Returned to Department (Additional information/documentation has been requested.)  
☐ Flagged (See comments below.)

Comments:

CAO Grants Oversight Unit Signature:

Date:

**Grant Award Notification and Acceptance  
Grant Project Cost Breakdown**

|                                                                                                                                                                         |  |                    |                           |                       |                    |                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------|---------------------------|-----------------------|--------------------|---------------------------|
| <b>Neighborhood Justice Panel</b>                                                                                                                                       |  |                    |                           |                       | <b>Department:</b> | Los Angeles City Attorney |
| <b>Grant Project Breakdown</b>                                                                                                                                          |  | <b>Grant Funds</b> | <b>Additional Costs**</b> |                       | <b>Total</b>       | <b>Comments</b>           |
| <b>Salaries</b>                                                                                                                                                         |  |                    | <b>City Funds</b>         | <b>Non-City Funds</b> |                    |                           |
| 1010 Salaries General                                                                                                                                                   |  |                    |                           |                       | 0                  |                           |
| 1020 Salaries Grant Reimbursed                                                                                                                                          |  | 298,215            |                           |                       | 298,215            |                           |
| 1070 Salaries As Needed                                                                                                                                                 |  |                    |                           |                       | 0                  |                           |
| 1090 Overtime                                                                                                                                                           |  |                    |                           |                       | 0                  |                           |
| <b>Salaries Total:</b>                                                                                                                                                  |  | <b>\$ 298,215</b>  |                           |                       | <b>298,215</b>     |                           |
| <b>Related Costs City Attorney</b>                                                                                                                                      |  | <b>CAP Rate</b>    |                           |                       |                    |                           |
| Fringe Benefits                                                                                                                                                         |  | 32.94%             | 98,232                    |                       | 98,232             |                           |
| Department Administration                                                                                                                                               |  | 23.61%             | 70,409                    |                       | 70,409             |                           |
| Central Services                                                                                                                                                        |  | 18.38%             | 54,812                    |                       | 54,812             |                           |
| <b>Related Costs Total:</b>                                                                                                                                             |  | <b>\$ 223,452</b>  | <b>\$ -</b>               | <b>\$ -</b>           | <b>223,452</b>     |                           |
| <b>Expense</b>                                                                                                                                                          |  |                    |                           |                       |                    |                           |
| 2120 Printing & Binding                                                                                                                                                 |  |                    |                           |                       | 0                  |                           |
| 2130 Travel                                                                                                                                                             |  |                    |                           |                       | 0                  |                           |
| 3040 Contractual Services                                                                                                                                               |  |                    |                           |                       | 0                  |                           |
| 3310 Transportation                                                                                                                                                     |  |                    |                           |                       | 0                  |                           |
| 4160 Governmental Meetings                                                                                                                                              |  |                    |                           |                       | 0                  |                           |
| 6010 Office Supplies                                                                                                                                                    |  | 2,183              |                           |                       | 2,183              |                           |
| 6020 Operating Supplies                                                                                                                                                 |  |                    |                           |                       | 0                  |                           |
| 7300 Equipment                                                                                                                                                          |  |                    |                           |                       | 0                  |                           |
| Other (Database)                                                                                                                                                        |  |                    |                           |                       | 0                  |                           |
| <b>Expenses Total:</b>                                                                                                                                                  |  | <b>\$2,183</b>     |                           |                       | <b>2,183</b>       |                           |
| <b>Grand Total:</b>                                                                                                                                                     |  | <b>\$ 523,850</b>  | <b>\$ -</b>               | <b>\$ -</b>           | <b>\$ 523,850</b>  |                           |
| *Please use the full Cost Allocation Plan (CAP) rates unless disallowed by the Grantor. CAP rates should be applied to Gross Salaries (including Compensated Time Off.) |  |                    |                           |                       |                    |                           |

**Grant Award Notification and Acceptance**  
**Grant Project Cost Breakdown**

|  |                                                                                                                                                                   |  |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | **Other sources of funding. Please indicate whether these funds are part of a match requirement and whether they are already provided or new funding is required. |  |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|