



ERIC GARCETTI  
MAYOR

November 7, 2018

Honorable Members of the City Council  
c/o City Clerk  
Room 395, City Hall

RE: Notification of Application and Request for Authority to Accept the Office on Violence Against Women (OVW) Fiscal Year 2018 Sexual Assault Justice Initiative Bridge Funding Grant Award (Council File No. 16-0235)

Dear Honorable Members:

Pursuant to Section 14.6 of the Los Angeles Administrative Code, the Mayor's Office of Public Safety is notifying the City Council of the submission of a grant application for the FY 2018 Sexual Assault Justice Initiative Bridge Funding ("FY18 SAJI"). The Department of Justice, Office on Violence Against Women (OVW) released the solicitation on May 31, 2018 with a due date of June 13, 2018. An application (Attachment 1) on behalf of the City of Los Angeles ("City") was submitted and the City received the award letter on September 6, 2018 (Attachment 2).

The FY18 SAJI Bridge Funding is a supplemental award to the previous FY 2015 Sexual Assault Initiative \$400,000 grant award accepted by Council on May 24, 2016 for a performance period of January 1, 2016 to December 31, 2017 (Council File No. 16-0235). On December 15, 2017, OVW approved a no-cost grant performance period extension until July 31, 2018 (Attachment 3). With the acceptance of this FY18 SAJI Bridge Funding, the performance period will be extended to January 31, 2019.

Therefore, transmitted herewith for consideration by the City Council is a request to accept \$100,000 for the FY18 SAJI Bridge Funding and expend the grant award in accordance with the approved budget. There is no match requirement associated with this grant.

### **Background**

The Sexual Assault Justice Initiative (SAJI), a special project of the Office on Violence Against Women (OVW), funds enhanced community responses to sexual violence with an emphasis on prosecution. The SAJI involves implementing performance measures for sexual assault prosecution that look beyond conviction rates and reflect evidence-based practices. Sites selected for the SAJI engage in technical assistance and participate in an evaluation of the initiative. Bridge funding provided through this grant award comes from OVW's Improving Criminal Justice Responses (ICJR) Program, and supports two SAJI sites (City of Los Angeles and Cobb County, GA) in continuing their projects through January 31, 2019.

### **Project Description**

In 2016, the City established Team Project (Promising Resources and Organizations to Enhance Cases and Trials) to improve sexual assault cases through evidence-based practices and corresponding performance measures.

The City and its collaborative partners - the Los Angeles City Attorney's Office, the Los Angeles Police Department (LAPD), and the Santa Monica-UCLA Rape Treatment Center will use this cooperative agreement to: a) maintain or increase the number of sexual assault cases filed and handled by prosecutors; b) increase collaboration among prosecutors, victim services providers, and investigators/detectives; c) improve data collection to track sexual battery cases; d) enhance the use of a criminal case management system for measuring the effectiveness of prosecution practices; e) assess and enhance ways of ensuring that victims can access resources in their native languages; f) continue to implement features of the Response to Sexual Violence for Prosecutors (RSVP) Model; g) engage in technical assistance; and h) participate in the SAJI evaluation. The City will serve as the fiscal and implementing entity for this project. The timing for performance of this bridge funding is six months.

Below is a summary of the FY18 SAJI program budget for the City of Los Angeles:

<b>Cost Category</b>	<b>Budget</b>
Personnel - City Attorney	\$52,235
City Attorney Fringe Benefits	\$24,091
Grant Administration	\$4,874
Indirect Costs – City Attorney	\$18,800
Total:	<b>\$100,000</b>

### City Attorney

A total of \$76,326 will be used to dedicate City Attorney staff to this grant (\$52,235 for personnel salary costs and \$24,091 for fringe benefits). One (1) FTE Deputy City Attorney ("DCA") I will continue to review and vertically prosecute sexual assault cases

in the Special Trials Unit. Salaries and Fringe will partially fund a DCA III who will maintain grant programmatic support to collaborate and participate in SAJI enforcement objectives and an Assistant City Attorney will maintain supervisory oversight and support to address complex issues. The Authority for the DCA I is provided in the 2018-19 Adopted Budget, therefore no additional position authority is requested.

Grant Administration

The Mayor's Office of Public Safety will be responsible for the management and administration of the grant award. A total of \$4,874 will be used to fund a percentage of a Mayoral Aide V to this grant (\$3,263 is for personnel salary costs and \$1,611 for fringe benefits).

Indirect Costs – City Attorney

A total of \$18,800 under the CAP 39 Fringe Benefits Rate which includes \$12,244 for Central Services and \$6,556 for the Department's Administration and Support.

**It is therefore** requested that the City Council:

1. **Authorize** the Mayor, or designee, to:
  - a. **Accept** on behalf of the City, the FY 2018 Sexual Assault Justice Initiative Bridge Funding Grant Award in the amount of \$100,000 from the Department of Justice, Office on Violence Against Women, for a grant performance period of January 1, 2016 to January 31, 2019;
  - b. **Execute** the Grant Award Agreement on behalf of the City of Los Angeles and submit to the grantor any other necessary agreements and documents relative to the grant award, subject to the approval of the City Attorney as to form;
  - c. **Adopt** the FY 2018 Sexual Assault Justice Initiative Bridge Funding Grant Award budget and authorize the Mayor's Office of Public Safety to expend the grant in accordance with the approved budget;
  - d. **Submit** to the grantor on behalf of the City of Los Angeles, requests for drawdown of funds for payment or reimbursements of City and partner jurisdiction funds expended for approved grant purposes; and
  - e. **Receive**, deposit into, and disburse from the FY 2015 Sexual Assault Justice Initiative Grant Award Fund, the grant funds from the FY18 SAJI Bridge Funding Grant Award.

**2. Authorize** the Controller to:

- a. Create a receivable in Fund 58K in the amount of \$100,000 for the FY18 SAJI grant;
- b. Expend and receive funds upon presentation of documentation and proper demand from the Mayor’s Office of Public Safety to reimburse City Departments;
- c. Appropriate funds within Fund 58K, Department 46 as follows:

<b>Fund/ Dept. No.</b>	<b>Account</b>	<b>Account Title</b>	<b>Amount</b>
58K/46	46R112	City Attorney – Salaries	\$52,235
58K/46	46R146	Mayor	3,263
58K/46	46R299	Reimbursement of General Fund Costs	44,502
<b>Total:</b>			<b>\$100,000</b>

- d. Transfer appropriations from Fund 58K/46 in the amount of \$55,498 on an as-needed basis to reimburse the General Fund for grant-related expenditures as follows:

<b>From:</b>			
<b>Fund/Dept No.</b>	<b>Account</b>	<b>Account Title</b>	<b>Amount</b>
58K/46	46R112	City Attorney – Salaries	\$52,235
58K/46	46R146	Mayor	3,263
<b>Total:</b>			<b>\$55,498</b>

<b>To:</b>			
<b>Fund/Dept No.</b>	<b>Account</b>	<b>Account Title</b>	<b>Amount</b>
100/12	001010	City Attorney - Salaries	\$52,235
100/46	001020	Grant Reimbursed	3,263
<b>Total:</b>			<b>\$55,498</b>

- e. Transfer up to \$42,891 from Fund 58K, Account No. 46R299 to the City Attorney’s General Fund No. 100, Department 12, Revenue Source No. 5346, for reimbursement of grant-funded related costs;

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- f. Transfer up to \$1,611 from Fund 58K, Account No. 46R299 to the General Fund No. 100, Department 46, Revenue Source No. 5346, for reimbursement of grant-funded fringe benefits; and
- g. Transfer cash from Fund 58K/46 to reimburse the General Fund, on an as-needed basis, upon proper documentation City Departments, subject to the approval of the Mayor's Office of Public Safety.

**3. Authorize** the Mayor, or designee, to prepare Controller's instructions for any technical adjustments, subject to the approval of the City Administrative Officer and authorize the Controller to implement the instructions.

Sincerely,

A handwritten signature in black ink, appearing to read 'E. Garcetti', with a horizontal line extending to the right and a small mark at the end.

Eric Garcetti  
Mayor

EG:do

Attachments

- 1 Grant Application
- 2 Award Letter
- 3 No Cost Time Extension GAN Approval

OVW FY 2018 Sexual Assault Justice Initiative Bridge Funding  
Promising Resources & Organizations to Enhance Cases and Trials (PROTECT)

**Summary Data Sheet**

**Authorized Representative:**

Name: Jeff Gorell  
Title: Deputy Mayor  
Address: 200 North Spring Street, 3<sup>rd</sup> Floor  
Los Angeles, California 90012  
Telephone: (213) 978-0677  
E-mail Address: Jeff.Gorell@lacity.org

**Grant Point of Contact:**

Name: Donna Ota  
Title: Grant Analyst  
Address: 200 North Spring Street, 3<sup>rd</sup> Floor  
Los Angeles, California 90012  
Telephone: (213) 978-0703  
E-mail Address: Donna.Ota@lacity.org

**Key Partner Agencies:**

Los Angeles City Attorney’s Office  
Janette Flintoft, Criminal Grants Director  
200 N. Main Street, 8<sup>th</sup> Floor  
Los Angeles, CA 90012  
Phone: (310) 570-0686  
Email: Janette.flintoft@lacity.org

Los Angeles Police Department  
Danetta Menifee, Detective  
100 W. First Street  
Los Angeles, CA 90012  
Phone: (213) 486-6847  
Email: 26891@lapd.lacity.org

Santa Monica-UCLA Rape Treatment Center  
The Rape Foundation  
Gail Abarbanel  
1223 Wilshire Blvd., #410  
Santa Monica, CA 90403  
Phone: (310) 451-0042  
Email: garbarbanel@mednet.ucla.edu

OVW FY 2018 Sexual Assault Justice Initiative Bridge Funding  
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Statement: The City of Los Angeles Mayor's Office will serve as a fiscal agent/sponsor for the Los Angeles City Attorney's Office who will continue to implement the PROTECT Team (Promising Resources, & Organizations to Enhance Cases and Trials). Should an award be made, the Mayor's Office will be responsible for all statutory, fiscal and programmatic requirements, as well as all project deliverables. The Mayor's Office will continue to maintain existing PROTECT partnerships, protocols, and policies with the Los Angeles City Attorney's Office, Los Angeles Police Department (LAPD), and The Santa Monica-UCLA Rape Treatment Center Rape Foundation to perform program objectives under the Sexual Assault Justice Initiative.

Statement: The City of Los Angeles Mayor's Office has expended \$750,000 in federal funds in the Fiscal Year ending June 30, 2017.

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Promising Resources & Organizations to Enhance Cases and Trials (PROTECT)

**PROJECT NARRATIVE**

**Sexual Assault Justice Initiative Accomplishments to Date**

In 2016, the City of Los Angeles established Team PROTECT (Promising Resources and Organizations to Enhance Cases and Trials) to improve sexual assault cases through evidence-based practices and corresponding performance measures. Since this time, strides have been made to increase victim satisfaction throughout the justice process through new relationships, protocols, and policies. Most notably, the City of Los Angeles has significantly increased the number of sexual assault cases filed and handled by specially assigned vertical prosecutors to strengthen victim-centered prosecutions and increase collaboration between the Los Angeles City Attorney's Office, sexual assault victims, victim services organizations, and investigating officers or detectives from the Los Angeles Police Department. In addition, the City of Los Angeles has continued to increase and improve data collection to track sexual battery cases.

One of the initial accomplishments of Team PROTECT involved hiring new staff through grant funding. Deputy City Attorney Bora McCutcheon (“Vertical Prosecutor”) was retained full time to vertically prosecute sexual assault cases in the Special Trials Unit of the Los Angeles City Attorney’s Office. The vertical prosecutor possessed relevant experience prosecuting felony cases as a former Deputy District Attorney and a strong commitment to justice on behalf of sexual assault victims.

During the initial grant period, the vertical prosecutor attended the Sexual Assault Justice Initiative (SAJI) kick-off meeting in Washington, D.C. and thereafter began to implement the performance management aspects of the Model Response to Sexual Violence for Prosecutors (RSVP). RSVP provides best practices for reviewing, evaluating, and charging cases; requesting

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bail commensurate with the seriousness of the offense; safeguarding victim privacy and safety; opposing unnecessary delay; and building and thoroughly preparing a case that engages victims and utilizes all probative evidence.

During the grant period, the vertical prosecutor developed new protocols involving the City Attorney's Victim Assistance Program (VAP) for victims to obtain additional assistance beyond what's available through the court system. This entailed improving communication and coordination between the VAP and sexual assault prosecutors. In addition to informing all victims of filing decisions regardless of whether criminal charges are filed, the vertical prosecutor implemented a protocol of referring all victims to VAP so that victims can take advantage of resources beyond that available through the court system, such as the California Victim Compensation Fund, crisis assistance, and other support services.

The vertical prosecutor also presented at the Los Angeles Police Department's (LAPD's) mandatory quarterly meeting for detectives assigned to investigate sex crimes. She provided information on sexual assault investigation and prosecution, with an emphasis on misdemeanor offenses, encouraging a proactive, coordinated response with sex detectives and investigating officers to ensure victim satisfaction regarding the attention devoted to each case. The vertical prosecutor also provided an overview of the Los Angeles City Attorney's Office, Special Trials Unit, including details regarding the Unit's procedure for review and filing of sexual assault cases, and provided information on criminal statutes and evidentiary codes that may impact detectives and officers in their investigation of misdemeanor sexual assault offenses.

Through increased collaboration through the Team PROTECT partnerships, awareness regarding services for sexual assault victims has increased. This included providing more information to victims regarding resources, such as advocates located at LAPD divisions near

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their residence, regardless of whether a criminal case is filed. In addition, during the grant period greater coordination between prosecutors and the LAPD took place regarding sexual assault referral protocols, as well as increased communication and coordination with California state agencies through enhanced interaction with the California Attorney General's Office.

As a result of implementation of a policy to inform all victims of filing decisions regardless of whether criminal charges are filed, grantee has seen an increase in direct contact by prosecutors with victims. Also, due to a corresponding policy of remaining in close contact with assigned detectives, the City experienced an increase in detailed communications regarding case investigation and filing decisions and corresponding case analysis with LAPD.

The vertical prosecutor participated in relevant and in-depth trainings during the grant period, which was shared with co-workers and immediately implemented during interactions with victims and in preparation of cases for trial.

Additional Team PROTECT accomplishments include:

- 115 sexual assault cases reviewed by the vertical prosecutor and 71 cases filed.
- Expanded case filing criminal guidelines for sexual assault prosecutions and/or strategic referrals back to law enforcement for additional investigation.
- Assessed current practices. Increased volume of sexual assault prosecutions, including pre-filing case reviews, requests for further investigation, and filings, by specially assigned vertical prosecutors in the Special Trials Unit.
- Increased awareness and integration of victim-centered prosecution with victim satisfaction at conclusion independent of conviction.
- New policies to increase contact with victims regardless of whether a case is filed or prosecution is declined implemented.

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- New data fields established and increased data collection at each stage of the judicial process to measure effectiveness of current and newly introduced prosecutorial practices.
- Site visit to the San Francisco District Attorney's Office regarding case processing and data collection capabilities completed.
- Provided trainings to Los Angeles Police Department (LAPD) officers and detectives on sexual assault cases, including victim interviewing, evidence, and investigations.
- Aequitas three day site visit involving Team PROTECT partnerships, meetings, observations, completed.
- Strategic planning development, project evaluation cooperation, and capacity building participation with Aequitas and RAND completed, including victim satisfaction survey input and new data collection protocols.

**Supplemental Period Goals, Objectives and Activities**

Goals and Objective for the new grant period will include maintaining or increasing the number of sexual assault cases filed and handled by specially assigned vertical prosecutors to strengthen victim-centered prosecutions and increase collaboration between the Los Angeles City Attorney's Office, sexual assault victims, victim services organizations, and investigating officers or detectives from the LAPD. Additional goals will include:

- Improve data collection to track sexual battery cases.
  - Using existing criminal case management system, implement a plan to fully utilize its capabilities to measure effectiveness of prosecutorial practices. Assess additional data elements and possible re-coding as necessary.
- Assessing solutions for sexual assault victims' access to native language resources.

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- Los Angeles is a city with a diverse, multi-cultural and multi-lingual population. Many victims of sexual assault are fluent in a language other than English and feel more comfortable communicating in their native language. As such, translation of products such as the Marsy's Law letter explaining to the victim his/her rights under the California Constitution and the victim services brochures facilitate public education and communication and, thereby, improve services for these victims.
- Similarly, Team PROTECT will assess the resources available involving certified translators to facilitate telephonic and in-person meetings outside of court with victims of sexual assault.
- Develop victim survey to obtain data related to victim satisfaction with the criminal justice system.
  - Team PROTECT will collaborate on creating a victim satisfaction survey to obtain feedback and outcome information from victims, including victims' satisfaction with the level of respect, dedication, and competence on the part of the professionals handling their cases, which will provide victims with an opportunity to express their thoughts on their experience.

**Summary of Key Staff and Partner Roles**

*Los Angeles City Attorney's Office*

**Bora McCutcheon, Deputy City Attorney.** Team PROTECT vertical prosecutor who oversees SAJI case filings, prosecutions, trainings, site visits, and policies.

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Los Angeles City Attorney's Office Cont'd

**Janette Flintoft, Criminal Grants Director.** Coordinates Team PROTECT grant administration roles with Mayor's Office, LAPD, and Santa Monica Rape Crisis Treatment.

Los Angeles Police Department

**Danetta Menifee, Detective.** Team PROTECT law enforcement representative with specialized experience in sexual assault cases who oversees SAJI case investigation and policy implementation.

Santa Monica-UCLA Rape Treatment Center

The Rape Foundation

**Gail Abarbanel, Executive Director.** Team PROTECT service provider representative who oversees Team PROTECT stakeholder partnership and SAJI policies.

OVW FY 2018 Sexual Assault Justice Initiative Bridge Funding  
Promising Resources & Organizations to Enhance Cases and Trials (PROTECT)

**Team PROTECT**  
**BUDGET DETAIL & NARRATIVE**

**A. Personnel**

The City Attorney's Office will maintain **the vertical prosecutor** (SAJI prosecutor) position in the Specialized Trials Unit to vertically prosecute sexual assault cases. The Prosecutor will continue to review and file sexual assault cases referred by the Los Angeles Police Department, Los Angeles County Sheriff, and/or Los Angeles County District Attorney, work with TTA provider Aequitas on best practices involving sexual assault prosecutions and victim interaction/support, participate in quarterly sexual assault case review teams, maintain data collection, attend the closing meetings in Washington, D.C., travel for peer site visits, participate in office-wide trainings on sexual assault, undergo professional development trainings, and collaborate with law enforcement and community service providers to enhance the criminal justice experience for victims of sexual assault with a view of retributive, restorative, and procedural justice.

The City Attorney's Office will maintain grant programmatic support through a **senior Deputy City Attorney** to collaborate and participate in SAJI enforcement objectives in conjunction with the SAJI vertical prosecutor, including training and evaluation, and attend the grant close-out meeting.

The City Attorney's Office will also maintain supervisory oversight and support by **an Assistant City Attorney** of the SAJI prosecutor to address complex issues involving sexual assault case processing, training and evaluation, and data collection.

The Mayor's Office will maintain administration of the grant through the **Mayoral Aide** overseeing and administering the SAJI grant initiative.

<b>Name/Position</b>	<b>Computation</b>	<b>Cost</b>
DCA I	\$ 10,085.69 x 100% x 5 months	\$50,428
DCA III	\$ 93.55 x 45.3 hours	\$ 4,238
Assistant City Attorney	\$108.52 x 28 hours	\$ 3,039
Mayoral Aide V	\$42.37 x 77 hours	\$ 3,262
	<b>TOTAL PERSONAL</b>	<b>\$60,967</b>

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**B. Fringe Benefits**

The applicant is requesting fringe benefits for the personnel associated with the SAJI grant enforcement and administration.

<b>Name/Position</b>	<b>Computation</b>	<b>Cost</b>
Prosecutor CAP 38 Fringe Benefits Rate	\$57,705 x 39.47%	\$ 22,776
Mayor CAP 38 Fringe Benefits Rate	\$3,262 x 53.05%	\$ 1,731
	<b>Total Fringe Benefits</b>	<b>\$24,507</b>
	<b>TOTAL PERSONNEL &amp; FRINGE BENEFITS</b>	<b>\$85,474</b>

**C. Travel - N/A**

**D. Equipment - N/A**

**E. Supplies - N/A**

**F. Construction - N/A**

**G. Consultants - N/A**

**H. Other Costs - N/A**

**I. Indirect Costs**

The Indirect Cost Rate Agreement is attached.

Description	Computation	Cost
City Atty Central Services (CAP 38)	10.17% x \$57,705	\$ 5,869
City Atty Dept Admin (CAP 38)	15.01% x \$57,705 (reduced by \$4.00 to reconcile with budget cap)	\$ 8,657
	<b>TOTAL INDIRECT COST</b>	<b>\$ 14,526</b>

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 Promising Resources & Organizations to Enhance Cases and Trials (PROTECT)

**Budget Summary**

BUDGET CATEGORY	AMOUNT
A. Personnel	\$60,967
B. Fringe Benefits	\$24,507
C. Travel	\$0
D. Equipment	\$0
E. Supplies	\$0
F. Construction	\$0
G. Consultants and Contracts	\$0
H. Other Costs	\$0
Total Direct	\$85,474
I. Indirect Cost	<b>\$14,526</b>
<b>TOTAL PROJECT COSTS</b>	<b>\$100,000</b>
Federal Share Requested	\$100,000
Non-Federal (Match) Amount	\$0



**U.S. Department of Justice**  
Office on Violence Against Women

September 6, 2018

*Washington, D.C. 20531*

Mr. Jeff Gorell  
City of Los Angeles  
200 N. Spring Street  
Los Angeles, CA 90012-3239

Dear Mr. Gorell:

On behalf of Attorney General Jefferson Sessions III, it is my pleasure to inform you that the Office on Violence Against Women has approved your application for funding under the OVW Sexual Assault Justice Initiative in the amount of \$100,000 for City of Los Angeles. The Sexual Assault Justice Initiative supports effective strategies for prosecuting sexual assault and the implementation of performance measures that look beyond conviction rates to gauge success in these cases.

Enclosed you will find the award package. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact Ginger Baran at (202) 305-2093. For financial grants management questions, contact the OVW Grants Financial Management Division at (202) 514-8556, or by e-mail at [ovw.gfind@usdoj.gov](mailto:ovw.gfind@usdoj.gov). For payment questions, contact the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or by email at [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Katharine T. Sullivan".

Katharine T. Sullivan  
Acting Director

Enclosures



## OFFICE FOR CIVIL RIGHTS

Office of Justice Programs  
U.S. Department of Justice  
810 7th Street, NW  
Washington, DC 20531

Tel: (202) 307-0690  
TTY: (202) 307-2027  
E-mail: [askOCR@usdoj.gov](mailto:askOCR@usdoj.gov)  
Website: [www.ojp.usdoj.gov/ocr](http://www.ojp.usdoj.gov/ocr)

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### OCR Letter to All Recipients

September 6, 2018

Mr. Jeff Gorell  
City of Los Angeles  
200 N. Spring Street  
Los Angeles, CA 90012-3239

Dear Mr. Gorell:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

#### Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at <https://ojp.gov/about/ocr/vawafaqs.htm>.

#### Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

## **Providing Services to Limited English Proficiency (LEP) Individuals**

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website <https://www.lep.gov>.

## **Ensuring Equal Treatment of Faith-Based Organizations and Safeguarding Constitutional Protections Related to Religion**

The DOJ regulation, Partnerships with Faith-Based and Other Neighborhood Organizations, 28 C.F.R. pt. 38, updated in April 2016, prohibits all recipient organizations, whether they are law enforcement agencies, governmental agencies, educational institutions, houses of worship, or faith-based organizations, from using financial assistance from the DOJ to fund explicitly religious activities. Explicitly religious activities include worship, religious instruction, or proselytization. While funded organizations may engage in non-funded explicitly religious activities (e.g., prayer), they must hold them separately from the activities funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice. Funded faith-based organizations must also provide written notice to beneficiaries, advising them that if they should object to the religious character of the funded faith based organization, the funded faith-based organization will take reasonable steps to refer the beneficiary to an alternative service provider. For more information on the regulation, please see the OCR's website at <https://ojp.gov/about/ocr/partnerships.htm>.

SAAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 34 U.S.C. § 10228(c); the Victims of Crime Act of 1984, as amended, 34 U.S.C. § 20110(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 34 U.S.C. § 11182(b); and VAWA, as amended, 34 U.S.C. § 12291(b)(13), contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

## **Using Arrest and Conviction Records in Making Employment Decisions**

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: *Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013)*, available at [https://ojp.gov/about/ocr/pdfs/UseofConviction\\_Advisory.pdf](https://ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf). Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOs) (see below).

## **Complying with the Safe Streets Act**

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), 205(c)(5)).

### **Meeting the EEO Requirement**

An EEO is a comprehensive document that analyzes a recipient's relevant labor market data, as well as the recipient's employment practices, to identify possible barriers to the participation of women and minorities in all levels of a recipient's workforce. As a recipient of DOJ funding, you may be required to submit an EEO Certification Report or an EEO Utilization Report to the OCR. For more information on whether your organization is subject to the EEO requirements, see <https://ojp.gov/about/ocr/eeop.htm>. Additionally, you may request technical assistance from an EEO specialist at the OCR by telephone at (202) 616-1771 or by e-mail at [EEOPforms@usdoj.gov](mailto:EEOPforms@usdoj.gov).

### **Meeting the Requirement to Submit Findings of Discrimination**

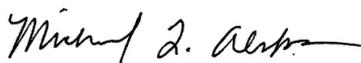
If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

### **Ensuring the Compliance of Subrecipients**

SAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see <https://ojp.gov/funding/Explore/StateMethodsAdmin-FY2017update.htm>.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,



Michael L. Alston  
Director

cc: Grant Manager  
Financial Analyst



U.S. Department of Justice  
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1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Los Angeles 200 N. Spring Street Los Angeles, CA 90012-3239	4. AWARD NUMBER: 2016-SI-AX-K005	
	5. PROJECT PERIOD: FROM 01/01/2016 TO 01/31/2019 BUDGET PERIOD: FROM 01/01/2016 TO 01/31/2019	
	6. AWARD DATE 09/06/2018	7. ACTION Supplemental
2a. GRANTEE IRS/VENDOR NO. 956000735	8. SUPPLEMENT NUMBER 01	
2b. GRANTEE DUNS NO. 611501243	9. PREVIOUS AWARD AMOUNT \$ 400,000	
3. PROJECT TITLE Team PROTECT (Promising Resources and Organizations to Enhance Cases and Trials)	10. AMOUNT OF THIS AWARD \$ 100,000	
	11. TOTAL AWARD \$ 500,000	

12. SPECIAL CONDITIONS  
THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT  
This project is supported under 34 U.S.C. §§ 10461 – 10465 (OVW- Improving Criminal Justice Responses Program, also known as Arrest Program)

14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)  
16.590 - The Community-Defined Solutions to Violence Against Women Grant Program

15. METHOD OF PAYMENT  
GPRS

AGENCY APPROVAL GRANTEE ACCEPTANCE

16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Acting Director	18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Jeff Gorell Deputy Mayor	
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17. SIGNATURE OF APPROVING OFFICIAL 	19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
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AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR X FUND CODE A BUD. ACT. W4 DIV. OFC. 29 DIV. REG. 00 SUB. 00 POMS AMOUNT 100000	21. W418D00056
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PROJECT NUMBER 2016-SI-AX-K005

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*SPECIAL CONDITIONS*

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office on Violence Against Women ("OVW") taking appropriate action with respect to the recipient and the award. Among other things, OVW may withhold award funds, disallow costs, or suspend or terminate the award. OVW also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide

The recipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The recipient also agrees that all financial records pertinent to this award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.333, 200.336.

3. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



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*SPECIAL CONDITIONS*

4. Requirements related to System for Award Management and unique entity identifiers

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Requirements related to System for Award Management (SAM) and unique entity identifiers), and are incorporated by reference here.

5. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any subrecipient at any tier) must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.79) within the scope of an OVW grant-funded program or activity, or 2) uses or operates a Federal information system (as defined in OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OVW Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

6. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OVW authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)), and are incorporated by reference here.

7. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the OVW website at <https://www.justice.gov/ovw/conference-planning>.



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8. OVW Training Guiding Principles

The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Grantees and Subgrantees, available at <https://www.justice.gov/ovw/grantees#Resources>.

9. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

10. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

11. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

12. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."



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*SPECIAL CONDITIONS*

14. Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. § 1913. The recipient, or any subrecipient ("subgrantee") may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

15. Compliance with general appropriations-law restrictions on the use of federal funds for this fiscal year

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.justice.gov/ovw/award-conditions> (Award Condition: General appropriations-law restrictions on use of federal award funds), and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

16. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



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17. Restrictions and certifications regarding non-disclosure agreements and related matters

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

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

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

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

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

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



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*SPECIAL CONDITIONS*

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

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

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

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

19. Encouragement of policies to ban text messaging while driving

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

20. Availability of general terms and conditions on OVW website

The recipient agrees to follow the applicable set of general terms and conditions that are available at <https://www.justice.gov/ovw/grantees#award-conditions>. These do not supersede any specific conditions in this award document.

21. Compliance with statutory and regulatory requirements

The recipient agrees to comply with all relevant statutory and regulatory requirements, which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. §§ 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

22. Compliance with solicitation requirements

The recipient agrees that it must be in compliance with requirements outlined in the solicitation under which the approved application was submitted. The program solicitation is hereby incorporated by reference into this award.

23. VAWA 2013 nondiscrimination condition

The recipient acknowledges that 34 U.S.C. § 12291(b)(13) prohibits recipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. The recipient agrees that it will comply with this provision. The recipient also agrees to ensure that any subrecipients ("subgrantees") at any tier will comply with this provision.



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24. Misuse of award funds

The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

25. Limitation on use of funds to approved activities

The recipient agrees that grant funds will be used only for the purposes described in the recipient's approved application. The recipient must not undertake any work or activities that are not described in the grant application, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval, via Grant Adjustment Notice (GAN), from OVW.

26. Non-supplantation

The recipient agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

27. Confidentiality and information sharing

The recipient agrees to comply with the provisions of 34 U.S.C. § 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The recipient also agrees to ensure that all subrecipients ("subgrantees") at any tier meet these requirements.

28. Activities that compromise victim safety and recovery or undermine offender accountability

The recipient agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the solicitation under which the approved application was submitted.

29. Termination or suspension for cause

The Director of OVW, upon a finding that there has been substantial failure by the recipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant solicitation, will terminate or suspend until the Director is satisfied that there is no longer such failure, all or part of the award, in accordance with the provisions of 28 C.F.R. Part 18, as applicable mutatis mutandis.



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30. Maintaining contact information

The recipient acknowledges that it is responsible for maintaining updated contact information in the Grants Management System (GMS). To update information in GMS for either the point of contact and/or the authorized representative, the recipient must submit a Grant Adjustment Notice (GAN).

31. Semiannual and final performance progress report submission

The recipient agrees to submit semiannual performance progress reports that describe activities conducted during the reporting period, including program effectiveness measures. Reports must be submitted throughout the project period, even if no funds were spent and no activities were conducted in a given reporting period. Future awards may be withheld if reports are delinquent.

The information that must be collected and reported to OVW can be found in the reporting form associated with the grant program or initiative under which this award was made. Performance progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1 - June 30 and July 1 - December 31. Recipients are required to submit their reports through the Grants Management System (GMS), unless and until OVW issues updated instructions for report submission. The final report is due 90 days after the end of the project period and should be marked "final" in the Report Type field in GMS.

32. Quarterly financial status reports

The recipient agrees that it will submit quarterly financial status reports to OVW through the Grants Management System (GMS) (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1>), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.

33. Program income

Program income, as defined by 2 C.F.R. 200.80, means gross income earned by the non-federal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of performance. Without prior approval from OVW, program income must be deducted from total allowable costs to determine the net allowable costs. In order to add program income to the OVW award, the recipient must seek approval from its program manager via a budget modification Grant Adjustment Notice (GAN) prior to generating any program income. Any program income added to the federal award must be used to support activities that were approved in the budget and follow the conditions of the OVW award. Any program income approved via budget modification GAN must be reported in the recipient's quarterly Federal Financial Report SF-425 in accordance with the addition alternative. If the program income amount changes (increases or decreases) during the project period, it must be approved via a budget modification GAN by the end of the project period. If the budget modification is not submitted and approved, it could result in audit findings for the recipient.

34. FFATA reporting subawards and executive compensation

The recipient agrees to comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the Federal Funding Accountability and Transparency Act of 2006 (FFATA) Subaward Reporting System (FSRS). The details of recipient obligations, which derive from FFATA, are posted on the OVW web site at <https://www.justice.gov/ovw/grantees#award-conditions> (Award Condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.



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35. Changes to MOU and/or IMOA

The recipient agrees to submit for OVW review and approval, via Grant Adjustment Notice (GAN), any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding and, if applicable, the Internal Memorandum of Agreement.

36. Prior approval of all materials and publications

The recipient agrees to submit for OVW review and approval all materials and publications (written, web-based, audio-visual, or any other format) that are funded under this award. OVW must have not less than 20 days to complete review and approval. The recipient may not distribute or publicly release such materials under this award until OVW has approved them via Grant Adjustment Notice (GAN).

37. Publication disclaimer

The recipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from award activities shall contain the following statement: "This project was supported by Grant No. \_\_\_\_\_ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Justice." The recipient also agrees to ensure that any subrecipient at any tier will comply with this condition.

38. Copyrighted works

Pursuant to 2 C.F.R. 200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a subrecipient ("subgrantee") of this award, for federal purposes, and to authorize others to do so.

In addition, the recipient (or subrecipient, contractor, or subcontractor of this award at any tier) must obtain advance written approval from the OVW program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the recipient (and of each subrecipient, contractor, or subcontractor as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

39. Grantee orientation - mandatory attendance

First-time recipients, or continuation recipients if requested, must agree to have key staff members, as identified by OVW, attend the OVW grantee orientation seminar, which may be offered in-person, online, or a combination of both. Additionally, if there is a change in the project director/coordinator during the grant period, the recipient agrees, at the earliest opportunity, to send the new project director/coordinator, regardless of prior experience with this or any other federal award, to an in-person OVW grantee orientation seminar or require completion of the orientation online, whichever is available.



U.S. Department of Justice  
Office on Violence Against Women

**AWARD CONTINUATION  
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PROJECT NUMBER 2016-SI-AX-K005

AWARD DATE 09/06/2018

*SPECIAL CONDITIONS*

40. Prior approval for non-OVW sponsored technical assistance

The recipient agrees that funds allocated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval by OVW. To request approval, the recipient must submit a Grant Adjustment Notice (GAN) and attach a copy of the event's brochure, a curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs. The GAN request must be submitted to OVW at least 20 days prior to registering for the event. Requests to attend non-OVW sponsored events will be considered on a case-by-case basis. This prior approval process also applies to requests for the use of OVW-designated technical assistance funds to pay a consultant or contractor not designated as an OVW technical assistance provider to develop and/or provide training and/or technical assistance.

41. Participation in OVW-sponsored technical assistance

The recipient agrees to attend and participate in OVW-sponsored technical assistance. Technical assistance includes, but is not limited to, national and regional conferences, audio conferences, webinars, peer-to-peer consultations, and workshops conducted by OVW-designated technical assistance providers.

42. Consultant compensation rates

The recipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, recipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, recipients are required to maintain documentation to support all daily or hourly consultant rates.

43. Prior approval for conference expenditures

The recipient must complete and submit the Department of Justice-Sponsored Conference Request and Report Form to OVW for review and approval prior to entering into any contract (with the exception of logistical or programmatic planning contracts) or expending any funds for any meeting, conference, training, or other event. This includes conferences for which OVW is not the primary source of funding if OVW support will exceed \$20,000.

44. Logistical conference planning costs

The allowable costs for logistical conference planning are limited to \$50 per attendee, not to exceed a cumulative total of \$8,750. "Attendees" include trainers, instructors, presenters, and facilitators. For example, if the number of attendees at a conference is 100, the cost allowed for a logistical conference planner is \$5,000 (\$50 X 100 attendees). This cost limitation applies whether the recipient is planning in-house or is contracting with an outside logistical conference planner. Indirect cost rates must be applied to conference planning costs in accordance with negotiated agreements and must be included when calculating the planning thresholds. If these limitations are met, no specific justification or prior approval is required. If the recipient expects to exceed these cost limitations, then the recipient must justify the costs in writing and those costs must be approved by OVW before the recipient proceeds with the logistical conference planning.



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*SPECIAL CONDITIONS*

45. Programmatic conference planning costs

The allowable costs for programmatic conference planning are limited to \$200 per attendee, not to exceed a cumulative cost total of \$35,000. "Attendees" include trainers, instructors, presenters, and facilitators. For example, if the number of attendees at the conference is 100, the cost allowed for a programmatic conference planner is \$20,000 (\$200 X 100 attendees). This cost limitation applies whether the recipient is planning in-house or is contracting with an outside programmatic conference planner. Indirect cost rates must be applied to conference planning costs in accordance with negotiated agreements and must be included when calculating the planning thresholds. If these limitations are met, no specific justification or prior approval is required. If the recipient expects to exceed these cost limitations, then the recipient must justify the costs in writing and those costs must be approved by OVW before the recipient proceeds with the programmatic conference planning.

46. Conference space and audio-visual equipment

Recipients must limit the cost of conference space and audio-visual equipment to \$25 per day per attendee, not to exceed a total of \$20,000 for the conference. "Attendees" include trainers, instructors, presenters, and facilitators. Indirect cost rates must be applied to conference space and audio-visual equipment costs in accordance with negotiated agreements, and must be included when calculating this threshold. If the recipient expects that these limitations will be exceeded, then the recipient must justify the costs in writing and those costs must be approved by OVW before the recipient enters into any contract for the use of conference space and audio-visual equipment.

47. Prohibition on trinkets at conferences

The recipient acknowledges that trinkets (items such as hats, mugs, portfolios, t-shirts, coins, etc., regardless of whether they include the conference name or logo) must not be purchased with funds made available under this agreement. Basic supplies that are necessary for use during the conference (e.g., pens, paper, name tags) may be purchased.

48. Prohibition on entertainment at conferences

The recipient acknowledges that funds made available under this agreement may not be used for costs of entertainment, including amusement, diversion, social activities, and any costs directly associated with entertainment (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities).



**AWARD CONTINUATION  
SHEET**  
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AWARD DATE 09/06/2018

*SPECIAL CONDITIONS*

49. Food and beverages at conferences

Subject to OVW prior approval, and under limited circumstances, OVW funds may be used to purchase food and/or beverages for meals served during a meeting, conference, or training. OVW may approve the use of funds to purchase food and/or beverages served at a working meal if the recipient can justify that provision of the meal is necessary to accomplish official business and enhance the cost effectiveness of the conference. For example, a meal may be permissible where the conference will need to be extended if the working meal is not provided.

OVW will consider allowing grant funds to be used to purchase food and/or beverages for refreshment breaks only where there are unique and extenuating circumstances, and the recipient will be required to provide significant justification for such use of funds.

Furthermore, if a meal is approved by OVW, the cost of any individual meal, including taxes and any hotel service costs (e.g., labor cost for room setup), must not exceed 150 percent of the General Services Administration (GSA) Meals and Incidental Expenses (M&IE) rate for an individual's meal in that locality. OVW strongly encourages recipients to maintain costs for any meal provided, including any service costs, at or below 100 percent of the applicable GSA M&IE rate. The current GSA M&IE rate breakdown by meal and by locality can be found at <https://gsa.gov/portal/content/101518>. This special condition does not impact direct payment of per diem amounts to individuals in a travel status under the recipient's travel policy.

50. Conference expenditure reporting

Within 30 days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded, in whole or in part, under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must report all conference expenditures paid for with OVW funds by providing the OVW program manager with a completed DOJ-Sponsored Conference Request and Report Form, available at <https://www.justice.gov/ovw/grantees#conference>.

51. Compliance with certifications

The recipient acknowledges that it has a continuing obligation to remain in compliance with the applicable certification requirements of 34 U.S.C. § 10461(c).

52. Prohibition on public awareness activities

The recipient agrees that grant funds will not be used to conduct public awareness or community education campaigns or related activities. Grant funds may be used to support, inform, and conduct outreach to victims about available services.

53. Limitation on use of funds for direct legal representation

The recipient agrees not to use grant funds to provide legal representation in civil or criminal matters, such as family law cases (divorce, custody, visitation, and child support), housing cases, consumer law cases and others. Grant funds may be used to provide legal representation to victims of domestic violence, dating violence, sexual assault, or stalking only in the limited context of protection order proceedings (either temporary or long term relief), or for limited immigration matters that may impact and affect the victim's ability to maintain safety (such as U visas).



U.S. Department of Justice  
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**AWARD CONTINUATION  
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**Cooperative Agreement**

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PROJECT NUMBER 2016-SI-AX-K005

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*SPECIAL CONDITIONS*

54. TERMS OF COOPERATIVE AGREEMENT

The Office on Violence Against Women (OVW) has elected to enter into a cooperative agreement with the City of Los Angeles to continue the city's Sexual Assault Justice Initiative (SAJI) project. This decision reflects a strong mutual interest in identifying, implementing, and evaluating effective practices for prosecuting sexual assault. OVW anticipates a significant level of federal involvement in this project.

STATEMENT OF FEDERAL INVOLVEMENT

OVW will:

1. Provide the services of a federal program manager as a single point of contact for administration of this cooperative agreement.
2. Monitor the project, fulfill an oversight function, and maintain ongoing contact with the recipient, including:
  - a) Reviewing and approving or disapproving modifications to the project scope, key project partners, deliverables, and timeline for all project-related activities; and
  - b) Reviewing and approving or disapproving in-person events, including but not limited to trainings and on-site technical assistance, as well as presentations at other OVW and non-OVW events.



**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PROJECT NUMBER 2016-SI-AX-K005

AWARD DATE 09/06/2018

*SPECIAL CONDITIONS*

55. TERMS OF COOPERATIVE AGREEMENT

STATEMENT OF RECIPIENT RESPONSIBILITIES

The City of Los Angeles will comply with all terms and conditions in this cooperative agreement, including those described below.

1. Work in collaboration with project partners--including the Los Angeles City Attorney's Office, the Los Angeles Police Department, and the Santa Monica-UCLA Rape Treatment Center--to implement effective strategies for prosecuting sexual assault.
2. Continue the work of Team PROTECT (Promising Resources and Organizations to Enhance Cases and Trials) to enhance justice in sexual assault cases, and ensure that project partners have meaningful opportunities to participate in the project and are compensated for their involvement, as appropriate.
3. Maintain the vertical prosecutor (SAJI prosecutor) position in the Specialized Trials Unit and ensure supervision and oversight of the SAJI prosecutor by a Assistant City Attorney.
4. Implement features of the Response to Sexual Violence or Prosecutors (RSVP) Model. Ensure that the recipient has the necessary staffing and systems in place to track performance measures identified in the Model.
5. Participate in OVW-sponsored technical assistance, which will be delivered through in-person and web-based means.
6. Participate fully in the evaluation of the SAJI.
7. Work with OVW in the development and implementation of this project, including providing an opportunity for OVW staff to:
  - a) participate in project-related meetings and conference calls;
  - b) review and approve or disapprove written and web-based materials produced in relation to this project; and
  - c) approve or disapprove any modifications to the project scope, key project partners, deliverables, and timeline for all project-related activities, including any substantive changes to previously approved materials.
8. Participate in OVW-sponsored meetings and trainings. Funds designated for participation in OVW TA provider meetings cannot be used to support other travel without the OVW's permission through the issuance of a Grant Adjustment Notice (GAN).

56. Conditional clearance with release of TA funds

The recipient's budget is pending review and approval. The recipient may obligate, expend, and draw down only funds for travel-related expenses up to \$10,000 to attend OVW-sponsored technical assistance events, unless there is another condition on the award prohibiting obligation, expenditure, and drawdown of any funds, in which case the condition prohibiting any obligation, expenditure, or drawdown of funds will control. Remaining funds will not be available for drawdown until OVW's Grants Financial Management Division has approved the budget and budget narrative, and a Grant Adjustment Notice (GAN) has been issued removing this special condition. Any obligations or expenditures incurred by the recipient prior to the budget being approved are made at the recipient's own risk. If applicable, the Indirect Cost Rate will be identified in the GAN when the budget is approved.



**U.S. Department of Justice**

*Office on Violence Against Women*

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*Washington, D.C. 20531*

**Memorandum To:** OVW Award Recipient

**From:** Marnie Shiels, Attorney Advisor

**Subject:** Categorical Exclusion for City of Los Angeles

The Sexual Assault Justice Initiative (SAJI), a special project of the Office on Violence Against Women (OVW), funds enhanced community responses to sexual violence with an emphasis on prosecution. The SAJI involves implementing performance measures for sexual assault prosecution that look beyond conviction rates and reflect evidence-based practices. Sites selected for the SAJI engage in technical assistance and participate in an evaluation of the initiative. Bridge funding provided through this supplemental award comes from OVW's Improving Criminal Justice System Responses (ICJR) Program, and supports two SAJI sites in continuing their projects through December of 2018.

Renovations and construction are unallowable under the grant, and therefore none of the following activities will be conducted under the OVW federal action (i.e., the OVW-funded grant project) or a related third-party action:

1. New construction.
2. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species.
3. A renovation which will change the basic prior use of a facility or significantly change its size.
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment.
5. Implementation of a program involving the use of chemicals.

In addition, the OVW federal action is neither a phase nor a segment of a project that, when reviewed in its entirety, would not meet the criteria for a categorical exclusion.

Consequently, the subject federal action meets the Office on Violence Against Women's criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations (adopted by OVW at 28 CFR § 0.122(b)). Also, no further analysis is required under the National Historic Preservation Act or other related statutes and regulations.



U.S. Department of Justice  
Office on Violence Against Women

**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**  
**Cooperative Agreement**

PROJECT NUMBER  
2016-SI-AX-K005

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This project is supported under 34 U.S.C. §§ 10461 – 10465 (OVW- Improving Criminal Justice Responses Program, also known as Arrest Program)

1. STAFF CONTACT (Name & telephone number)

Ginger Baran  
(202) 305-2093

2. PROJECT DIRECTOR (Name, address & telephone number)

Donna Ota  
Grant Analyst  
200 N. Spring Street, Room 300  
Los Angeles, CA 90012-3239  
(213) 978-0703

3a. TITLE OF THE PROGRAM

OVW Fiscal Year 2018 Sexual Assault Justice Initiative Bridge Funding Application Instructions

3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)

4. TITLE OF PROJECT

Team PROTECT (Promising Resources and Organizations to Enhance Cases and Trials)

5. NAME & ADDRESS OF GRANTEE

City of Los Angeles  
200 N. Spring Street  
Los Angeles, CA 90012-3239

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 01/01/2016 TO: 01/31/2019

8. BUDGET PERIOD

FROM: 01/01/2016 TO: 01/31/2019

9. AMOUNT OF AWARD

\$ 100,000

10. DATE OF AWARD

09/06/2018

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Sexual Assault Justice Initiative (SAJI), a special project of the Office on Violence Against Women (OVW), funds enhanced community responses to sexual violence with an emphasis on prosecution. The SAJI involves implementing performance measures for sexual assault prosecution that look beyond conviction rates and reflect evidence-based practices. Sites selected for the SAJI engage in technical assistance and participate in an evaluation of the initiative. Bridge funding provided through this supplemental award comes from OVW's Improving Criminal Justice Responses (ICJR) Program, and supports two SAJI sites in continuing their projects through December of 2018.

The City of Los Angeles and its collaborative partners—the Los Angeles City Attorney's Office, the Los Angeles Police Department (LAPD), and the Santa Monica-UCLA Rape Treatment Center—will use this cooperative agreement to: a) maintain or increase the number of sexual assault cases filed and handled by prosecutors; b) increase collaboration among prosecutors, victim services providers, and investigators/detectives; c) improve data collection to track sexual battery

cases; d) enhance the use of a criminal case management system for measuring the effectiveness of prosecution practices; e) assess and enhance ways of ensuring that victims can access resources in their native languages; f) continue to implement features of the Response to Sexual Violence for Prosecutors (RSVP) Model; g) engage in technical assistance; and h) participate in the SAJI evaluation. The City of Los Angeles will serve as the fiscal and implementing entity for this project.

The timing for performance of this supplemental award is six months.

CA/NCF



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

## GRANT ADJUSTMENT NOTICE

### Grantee Information

<b>Grantee Name:</b>	City of Los Angeles	<b>Project Period:</b>	01/01/2016 - 07/31/2018	<b>GAN Number:</b>	009
<b>Grantee Address:</b>	200 N. Spring St SW Mezzanine Rm M175 Los Angeles, 90012	<b>Program Office:</b>	OVW	<b>Date:</b>	12/15/2017
<b>Grantee DUNS Number:</b>	61-150-1243	<b>Grant Manager:</b>	Virginia Baran		
<b>Grantee EIN:</b>	95-6000735	<b>Application Number(s):</b>	2016-X0032-CA-SI		
<b>Vendor #:</b>	956000735	<b>Award Number:</b>	2016-SI-AX-K005		
<b>Project Title:</b>	Team PROTECT (Promising Resources and Organizations to Enhance Cases and Trials)	<b>Award Amount:</b>	\$400,000.00		

### Change Project Period

<b>Current Grant Period:</b>	Month: 23 Day: 30	<b>New Grant Period:</b>	Month: 30 Day: 30
<b>Project Start Date:</b>	01/01/2016	<b>*New Project Start Date:</b>	01/01/2016
<b>Project End Date:</b>	12/31/2017	<b>*New Project End Date:</b>	07/31/2018

### \*Required Justification for Change Project Period:

The City of Los Angeles is respectfully requesting a seven-month no cost extension to July 31, 2018 in order to carry out grant performance and TTA related duties and obligations.

### Attachments:

Filename:	User:	Timestamp:
2016-SI-AX-K005 City of LA NCE Request GAN Justification Letter_10.19.17.pdf	EDecker1	10/19/2017 7:50 PM

Print

### Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	12/15/2017 12:00 PM
Submitted	PO - Grant Manager	EDecker1	10/19/2017 7:52 PM
Draft	EXTERNAL - External User	EDecker1	10/19/2017 7:51 PM
Draft	EXTERNAL - External User	EDecker1	10/19/2017 7:41 PM