

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0130-02071-0000

Date: October 20, 2016

To: The Mayor
The CouncilAttn: Mandy Morales, Mayor's Office
Michael Espinosa, City Clerk's OfficeFrom:  Miguel A. Santana, City Administrative Officer Subject: **GRANTS PILOT PROGRAM – GRANT ACCEPTANCE PACKET FOR CALIFORNIA OFFICE OF EMERGENCY SERVICES (CAL OES), VICTIMS OF CRIME ACT (VOCA) GRANT TO SUPPORT THE CITY OF LOS ANGELES – COUNTY VICTIM SERVICES (XC) PROGRAM FOR FY2016-18**

Attached is the Grant Acceptance Packet from the California Office of Emergency Services (CAL OES) for the Fiscal Year 2016-18 Victims of Crime Act (VOCA) Grant in the amount of \$3,341,767 received by the City Attorney's Office. This grant will support the City of Los Angeles – County Victim Services (XC) Program for a 24-month performance period effective July 1, 2016 through June 30, 2018. A required match of \$835,442 has been identified from cash and in-kind resources. As a participant in the Grants Pilot Program, this department submitted the packet for review and analysis by the CAO Grants Oversight Unit and the appropriate CAO Analyst.

In accordance with the approved procedures for the Pilot, this Office reviewed the Packet for completeness, conducted a concise analysis and prepared a Fiscal Impact Statement. The Grant Acceptance Packet consists of the following:

- Review of Grant Award and Acceptance Determination
- Department Request for Acceptance of Grant Award

If you have any questions about the Grants Pilot Program or the procedures for the Grant Acceptance Packet, please contact Camilla Fong at 213-978-7681.

Attachments

MAS:ACA:CLF:04170036c

OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Review of Grant Award and Acceptance Determination

Recipient City Department: Office of the City Attorney		Award Notification Date: August 2016	
Grant Award Title: 2016-18 City of Los Angeles-County Victim Services Grant		Grant Amount: \$3,341,767 Prior Grant Award(s): \$0.00	
Awarding Agency: California Governor's Office of Emergency Services (CalOES)			
Grant Agreement Number/Reference:	Performance Start Date: 07/01/16	Performance End Date: 06/30/18	
Purpose: The Office of the City Attorney is requesting authority to accept grant funding from the California Governor's Office of Emergency Services (CalOES) for the City of Los Angeles-County Victim Services (XC) Program (XC Grant). Funding in the amount of \$3,341,767 will expand the number of victim advocates assigned to Los Angeles Police Area Stations, enhance direct victim services provided by grant subrecipient agencies, and support grant administration costs from July 1, 2016 to June 30, 2018.			

Checklist for Grant Acceptance:	Yes	No	N/A	Comments
1. Authority for Grant Acceptance				
<ul style="list-style-type: none"> Department requests acceptance of the Grant 	X			() Terms/Conditions outlined in Award Notice/Grantor Agreement
2. Match Requirement Review				
<ul style="list-style-type: none"> Match Sources Identification completed 	X			() Obtain match requirements from Award Notice/Grantor Agreement
<ul style="list-style-type: none"> Additional Funds requested 		X		() Submit to CAO for review
3. Charter Section 1022 Determination				
<ul style="list-style-type: none"> Charter Section 1022 findings completed 			X	() Submit to CAO for review and determination
4. Provisions for Grant-Funded Contracts				
<ul style="list-style-type: none"> Standard and Grantor Provisions or equivalent language is included 			X	() Incorporate Provisions or Language into proposed agreement
<ul style="list-style-type: none"> Pro Forma Agreement RFP <input type="checkbox"/> MOU <input type="checkbox"/> PSA <input type="checkbox"/> 			X	() Submit to City Attorney for review and approval; copy to CAO
5. Personnel Authorities				
<ul style="list-style-type: none"> Department has submitted a request for position(s) 	X			() Review documents and make determination
6. Grant Implementation Recommendations				
<ul style="list-style-type: none"> Department has submitted grant implementation instructions 	X			() Submit to CAO for review
7. Controller Instructions for Fund/Accounts Set-Up				
<ul style="list-style-type: none"> Department has requested Funds/Accounts Set-up 	X			
8. Governing Body Resolution/Certification				
<ul style="list-style-type: none"> Department has submitted Resolution/Certification 			X	() Submit to CAO and City Attorney for review
9. Fiscal Impact Analysis				
<ul style="list-style-type: none"> Department has submitted Fiscal Impact Statement 			X	() Submit to CAO for review and determination

OFFICE OF THE CITY ADMINISTRATIVE OFFICER
 Review of Grant Award and Acceptance Determination

10. Grant Award Summary

The Office of the City Attorney is requesting approval to accept \$3,341,767 in grant funding for a new, two-year formula grant award under the City of Los Angeles-County Victim Services (XC) Program (XC Grant) for Fiscal Years 2016-17 and 2017-18. XC Grant funds arise from the federal Victims of Crime Act, with the California Governor's Office of Emergency Services (CalOES) serving as the pass through agency. For the first time, CalOES has awarded these new funds directly to the City of Los Angeles to carry out programmatic victim assistance duties.

The total cost of the program is \$4,177,209, for which the award provides \$3,341,767. The remaining \$835,442 reflects the required match (cash or in kind), which is shared among the City and the XC grant subrecipients. The City's in kind contribution will be comprised of existing Family Violence Advocates salaries (\$318,509), whose positions are already included in the FY 2016-17 Adopted Budget, and City volunteer hours (\$12,299). The remaining \$504,634 match is fully satisfied through the subrecipient agencies' contributions.

To comply with XC Grant request for application (RFA) requirements, each jurisdiction was directed to convene a Victim Services Steering Committee (VSSC) to identify gaps in victim assistance and to allocate formula funding to address these gaps, which the City Attorney's Office coordinated. Required VSSC participant agencies included the Mayor's Office, the Los Angeles City Department of Aging, Los Angeles Police Department, Los Angeles County Department of Mental Health, and Los Angeles County Department of Children and Family Services. (Grant Award Summary continued on page 3)

11. Recommendations

Pursuant to a review of departmental recommendations for this grant, please provide a complete list of necessary actions for implementation including acceptance of the award by the City, Controller instructions for fund and accounts set-up, coordination of project activities, etc.

That the Council, subject to the approval of the Mayor:

1. Authorize the City Attorney or designee to execute the grant agreement between the California Governor's Office of Emergency Services (CalOES) and the City Attorney's Office;
2. Authorize the City Attorney or designee to accept grant funding in the amount of \$3,341,767 from CalOES;
3. Authorize employment authority in the City Attorney's Office for the period July 1, 2016 to June 30, 2017, for one City Attorney Administrative Coordinator I (Class Code 0567) resolution authority position;
4. Authorize employment authority in the City of Los Angeles Department of Aging (LADOA) for the period of July 1, 2016 to June 30, 2017, for one Social Worker I (Class Code 2385-1) resolution authority position;
5. Authorize the General Manager of the LADOA, or designee, to execute a contract with Wise and Healthy Aging (WISE) for the City of Los Angeles County Victims Services (XC) Program Grant for the purpose of providing grant-related trainings for a 24-month period beginning July 1, 2016 through June 30, 2018;

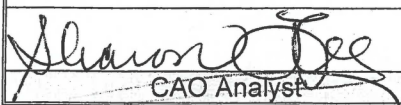


(Recommendations continued on page 4)

12. Fiscal Impact Statement

Yes This Office finds that the Grant complies with City financial policies as follows (see below):

No This Office finds that the Grant does not comply with City financial policies as follows (see below):

The total project cost of the City of Los Angeles-County Victim Services Program is \$4,177,209 of which \$3,341,767 will be reimbursed by the California Governor's Office of Emergency Services (CalOES) to maintain or introduce direct victim services available at LAPD area stations. Funding will ensure coverage of nine full-time, contract victim assistance advocates at eight police stations and complement existing victim services provided at other LAPD locations citywide and for the salary, fringe benefits, and expenses for one City Attorney Administrative Coordinator I and one Social Worker I. The City will not incur any new General Fund impact. The acceptance of the use of the grant funds is consistent with the City's Financial Policies in that budgeted appropriations will be balanced against receipts expected from this grant.

 CAO Analyst	 Chief	 CAO/Assistant CAO	Date
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10. Grant Award Summary (continued from page 2)

The VSSC determined that the City Attorney's Office, through its Victim Assistance Program, would oversee the XC Grant Request for Application (RFA) submission and the XC Grant program implementation.

The VSSC voted to have the City Attorney's Office receive \$1,323,234 in XC Grant funding to maintain or introduce direct victim services available at LAPD stations. The funding will ensure coverage of nine full-time, contract victim assistance advocates at eight police stations and will complement existing victim services, which is in addition to full-time victim assistance advocates staffing eight other police stations.

In addition, the VSSC voted to allocate funding for a new City Attorney Administrative Coordinator I (AC I) position to administer the XC grant. Grant administration duties will entail comprehensive programmatic and fiscal oversight to ensure grant performance objects are satisfied by the City and its XC grant subrecipient partners. For the new AC I position, the City Attorney's Office will request a reallocation of an existing Witness Service Coordinator position to accommodate the addition of the AC I position.

Further, the VSSC requests employment authority for the Department of Aging for one resolution authority Social Worker I position. The Social Worker I will interface with community agencies participating in the Los Angeles City Domestic Abuse Response Team serving elder abuse victims, as well as identifying agencies that provide services including and related to, domestic violence victims. Funding in the amount of \$200,000 for salaries, expenses, and related costs (\$76,002 for Year 1 and \$123,998 for Year 2) for the Social Worker I position is provided in the total grant budget.

The VSSC also voted to enlist several government agencies and community-based organizations as contractual service providers to provide direct assistance to crime victims. Each provider is an existing vendor with the City which will ensure timely implementation of XC funded services, as permitted under the RFA and City policies involving the establishment of non-competitive pilot programs. Each contractual service provider will carry out direct victim services and provide monthly reporting to the City Attorney's Office to ensure programmatic goals are being met.

11. Recommendations (continued from page 2)

6. Authorize the City Attorney or designee to execute vendor agreements between the City Attorney's Office and contractual service providers, which include the Department of Aging, the agencies participating in the Los Angeles City Domestic Abuse Response Team (1736 Family Crisis Center; Children's Institute, Inc.; Casa de la Familia; Domestic Abuse Center; Project Peacemakers, Inc.; and Good Shepherd Shelter); Loved Ones Victims Services (LOVS); Center for the Pacific Asian Family; Coalition to Abolish Slavery and Trafficking; Peace Over Violence; and Journey Out.

7. Authorize the Controller to:

a. Establish a receivable for this program totaling \$3,341,767 from CalOES;

b. Establish an appropriation account within Fund 368, as follows:

<u>Account</u>	<u>Title</u>	<u>Amount</u>
12N321	Victim Assistance XC Program	\$3,341,767

c. Transfer \$190,446 from Fund 368/12, Account 12N321 to the following accounts within Fund 100:

Fund	Department	Account	Amount
100	12	001010	\$50,989
100	02	001010	95,965
100	02	006010	26,492
100	02	003040	10,000
100	02	002120	7,000
			<u>Total \$190,446</u>

d. Transfer up to \$97,178 from Fund 368/12, Account 12N321 to Fund 100/12, Revenue Source 5361, Related Cost Reimbursement - Other funds, to reimburse related costs, upon receipt of grant reimbursements;

e. Transfer up to \$60,543 from Fund 368/12, Account 12N321 to Fund 100/02 Revenue Source 5361, Related Cost Reimbursement - Other funds, to reimburse related costs, upon receipt of grant reimbursements;

8. Authorize the Office of Finance to open a checking account for the Department of Aging (LADOA) that will be exclusively for the deposits and expenditures for the purpose of administering the "Emergency Fund" under the County Victim Services XC Program;

9. Authorize the General Manager of the LADOA, or designee, to transfer up to \$14,400 from General Fund 100/02, Account 006010 Office & Administrative Expense into the newly established checking account detailed above;

10. Instruct the City Clerk to place on Council Agenda for July 1, 2017, the following actions relative to the County Victim Services (XC) Program:

That the City Council, subject to the approval of the Mayor, AUTHORIZE the Controller to transfer \$207,442 from Fund 368, Department 12, Account 12N321 Victim Assistance XC to the following accounts within Fund 100:

Fund	Department	Account	Amount
100	12	001010	\$67,985
100	02	001010	95,965
100	02	006010	26,492
100	02	003040	10,000
100	02	002120	<u>7,000</u>
			Total \$207,442

11. Authorize the City Attorney or designee to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.



MIKE FEUER
CITY ATTORNEY

August 22, 2016

The Honorable Eric Garcetti
Mayor of Los Angeles
City Hall
Los Angeles, CA 90012
Attention: Pamela Finley

Honorable Members of City Council
City of Los Angeles
City Hall
Los Angeles, CA 90012
Attention: Holly Wolcott

Re: FY 2016-18 City of Los Angeles County Victim Services Grant Award

Contact persons: Michiko Reyes Tel. 213 978-7020
Derek Tennell Tel. 213 978-2177

Dear Mayor Garcetti and Honorable Members of City Council:

The Office of the City Attorney is transmitting for your review and approval a new, two-year \$3,341,767 formula grant award under the **City of Los Angeles County Victim Services ("XC") Program** ("XC Grant") for FY 2016-18. Grant funding will expand the number of victim advocates assigned to Los Angeles Police Stations, enhance direct victim services provided by grant subrecipient agencies, and support grant administration costs.

XC Grant funds arise from the federal Victims of Crime Act, with the California Governor's Office of Emergency Services (CalOES) serving as the pass through agency. In the past, similar Victims of Crime Act funds have been awarded to the County of Los Angeles as the prime recipient, with the City of Los Angeles as its sub-recipient. For the first time, CalOES has awarded these new funds directly to the City of Los Angeles to carry out programmatic victim assistance duties.

In accepting the XC Grant award the City will not incur any new General Fund impact. The total project cost is **\$4,177,209**, for which award provides **\$3,341,767**. The remaining **\$835,442** reflects the required match (cash or in kind), which is shared among the City and the XC grant subrecipients. The City's in kind contribution will be comprised of existing Family Violence Advocates salaries (**\$318,509**), whose positions

are already included in the FY 2016/17 adopted budget, and City volunteer hours (\$12,299). The remaining \$504,634 match is fully satisfied through the subrecipient agencies' contributions.

To comply with the XC Grant RFA requirements, each jurisdiction was directed to convene a Victim Services Steering Committee (VSSC) to identify gaps in victim assistance and to allocate formula funding to address these gaps, which the City Attorney's Office coordinated. Required VSSC participant agencies included the Mayor, Department of Aging, Los Angeles Police Department (LAPD), Los Angeles County Department of Mental Health, and Los Angeles County Department of Children and Family Services. Additional community based agencies with whom the City of Los Angeles had existing victim services relationships also participated in the VSSC.

Two VSSC convenings occurred during the spring, 2016. The VSSC determined that the City Attorney's Office, through its Victim Assistance Program, would oversee the XC Grant RFA submission and the XC Grant program implementation. Further, the VSSC assessed data, Part I crime statistics, geographic access considerations, and existing victim assistance gaps to inform XC Grant programmatic and funding recommendations. Based on these factors, the VSSC determined the City would benefit from additional resources to increase victim assistance services at LAPD stations and to support underserved victim populations, including domestic violence, children exposed to trauma/violence, human trafficking, elderly, and surviving family members of homicide victims.

In making its allocations, the VSSC voted to have the City Attorney's Office receive \$1,323,234 in XC Grant funding to maintain or introduce direct victim services available at LAPD stations. This funding will ensure coverage of nine full-time, contract victim assistance advocates at the following LAPD stations: Devonshire, Foothill, Pacific, Topanga, Mission, West Valley Traffic, Van Nuys¹ and 77th² and will complement existing victim services provided at other LAPD locations citywide. This is in addition to full-time victim assistance advocates staffing the Harbor, Hollenbeck, Newton, North Hollywood, Northeast, Olympic, Wilshire, Van Nuys stations.

In addition, the VSSC voted to allocate funding for a new Administrative Coordinator I (AC I) position to administer the XC grant. Grant administration duties will entail comprehensive programmatic and fiscal oversight to ensure grant performance objectives are satisfied by the City and its XG grant subrecipient partners. In exchange for the new AC I position, the City Attorney's Office will return a full-time Witness Service Coordinator position back to the General Fund.

The VSSC also voted to enlist several government agencies and community-based organizations as contractual service providers to provide direct assistance to crime victims. The XC grant contractual service providers will include the Los Angeles City Department of Aging, agencies participating in the Los Angeles City Domestic Assault

¹ The advocate will be colocated with LAPD at the Van Nuys Family Justice Center.

² Two advocates will staff 77th.

Response Team (1736 Family Crisis Center, Children's Institute, Inc., Casa de la Familia, Domestic Abuse Center, Project Peacemakers, Inc., and Good Shepherd Shelter), Peace Over Violence, LOVS, Strength United Family Justice Center, Coalition to Abolish Slavery and Trafficking, Journey Out, and the Center for the Pacific Asian Families. Each of these providers is an existing vendor with the City to ensure timely implementation of XC funded services, as permitted under the RFA and City policies involving the establishment of non-competitive pilot programs. Each contractual service provider will carry out direct victim services and provide monthly reporting to the City Attorney's Office to ensure programmatic goals are being met

Budget: \$4,177,209

The XC budget detail is broken down as follows:

• Personnel	\$ 437,483
• Fringe Benefits	\$ 43,009
• Indirects	\$ 54,169
• Materials/Supplies	\$ 3,902
• Travel	\$ 1,100
• Contractual Expenses	\$ 3,615,167
• Victim Emergency Fund	\$ 10,080
• Community Volunteer Time	\$ 12,299

Personnel: \$437,483

An Administrative Coordinator I will be hired to provide grant administration services related to the XC grant. **\$118,974** of the grant award has been allocated for the new AC I for two years. The remaining **\$318,509** relates to existing personnel already included in the FY 2106/17 budget to satisfy the required match.

Fringe: \$43,009

A total of **\$43,009** under CAP 37 Fringe Benefits Rate has been allocated.

Indirect Costs: \$54,169

A total of **\$54,169** under CAP 37 Central Services and Department Administration Rate has been allocated.

Materials/Supplies: \$3,902

A total of **\$3,902** has been allocated for various materials and supplies needed for the program.

Travel: \$1,100

A total of **\$1,100** has been allocated for in state staff travel and training and for CalOES meeting purposes.

Consultants and Contracts: \$3,615,167

A total of **\$3,615,167** has been allocated for contractual partners, which include the Department of Aging, the agencies participating in the Los Angeles City Domestic Assault Response Team (1736 Family Crisis Center, Children's Institute, Inc., Casa de la Familia, Domestic Abuse Center, Project Peacemakers, Inc, and Good Shepherd Shelter), LOVS, Center for Asian Pacific Families, Coalition to Abolish Slavery and Trafficking, Peace Over Violence, Strength United Family Justice Center, and Journey Out. The grant award will cover **\$3,110,533** for contractual expenses and the contractual service providers will contribute **\$504,634** toward the required match.

Victim Emergency Fund: \$10,800

A total of **\$10,800** has been allocated for victim emergency expenses, such as burial expenses, shelter, food, and transportation.

Community Volunteer Time: \$12,299

A total of **\$12,299** has been allocated as a non-cash project match that reflects volunteer time providing victim assistance services.

We, therefore, request that the City Council, subject to the approval of the Mayor, approve the following:

1. **Authorize** the City Attorney or designee to execute the grant agreement between the CalOES and the City Attorney's Office;
2. **Authorize** the City Attorney or designee to accept grant funding in the amount of \$3,341,767 from CalOES;
3. **Resolve** an employment authority in the City Attorney's Office for the period July 1, 2016 to June 30, 2018, for one Administrative Coordinator I (0567) position is approved;
4. **Resolve** an employment authority in the Department of Aging for the period July 1, 2016 to June 30, 2018, for one Social Worker I position is approved;
5. **Authorize** the General Manager of the City of Los Angeles Department of Aging (LADOA), or designee, to execute a contract with Wise and Health Aging (WISE) for the City of Los Angeles County Victims Services (XC) Program Grant for the purpose of providing grant related trainings for a 24 month period beginning July 1, 2016.
6. **Authorize** the City Attorney or designee to execute vendor agreements between the City Attorney's Office's and contractual service providers, which include Department of Aging, the agencies participating in the Los Angeles City Domestic Assault Response Team (1736 Family Crisis Center, Children's Institute, Inc., Casa de la Familia, Domestic Abuse Center, Project Peacemakers, Inc, and Good Shepherd Shelter), LOVS, Center for Asian

Pacific Families, Coalition to Abolish Slavery and Trafficking, Peace Over Violence, and Journey Out.

7. That the City Council, subject to the approval of the Mayor, **authorize** the Controller to:
 - a. Establish a receivable for this program by \$3,341,767 from CalOES;
 - b. Establish the appropriation account within Fund 368, as follows:

<u>Account</u>	<u>Title</u>	<u>Amount</u>
12N321	Victim Assistance XC Program	\$ 3,341,767

8. **Transfer** \$150,989 from Fund 368/12, Account 12N321 to the following accounts within Fund 100:

Fund	Department	Account	Amount
100	12	001010	\$50,989
100	02	001010	\$76,900
100	02	006010	\$13,600
100	02	003040	\$ 5,000
100	02	002120	\$ 4,500

9. **Transfer** up to \$97,178 from Fund 368/12, Account 12N321 to Fund 100/12, Revenue Source 5361, Related Cost Reimbursement - Other funds, to reimburse for the related costs, upon receipt of grant reimbursements.
10. **Authorize** the office of Finance to open a checking account for the Department of Aging (LADOA) that will be exclusively for the deposits and expenditures for the purpose of administering the "Emergency Fund" under the County Victim Services XC Program.
11. **Authorize** the General Manager of the LADOA, or designee, to transfer up to \$14,400 from General Fund 100/02, account 006010 Office & Adm. into the newly established checking account mentioned above.
12. **Authorize** the City Council to Instruct the City Clerk to place on Council Calendar for July 1, 2017, the following actions relative to the County Victim Services (XC) Program:

"That the City Council, subject to the approval of the Mayor, **AUTHORIZE** the Controller to transfer \$167,985 from Fund 368, Department 12, Account 12N321 Victim Assistance XC to the following accounts within Fund 100:

Fund	Department	Account	Amount
100	12	001010	\$67,985
100	02	001010	\$76,900
100	02	006010	\$13,600
100	02	003040	\$5,000
100	02	002120	\$4,500

13. **Authorize** the City Attorney or designee to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer.

Thank you for your consideration in this matter.

Very truly yours,


Leela Kapur

Chief of Staff

cc: Michiko M. Reyes
Derek Tennell
Sharon Lee – CAO

City of Los Angeles Grant Award Notification and Acceptance

Recipient Department				
This Grant Award is: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation/Renewal <input type="checkbox"/> Supplemental <input type="checkbox"/> Revision <input type="checkbox"/> Sub-Allocation				
Grants Coordinator: Janette Flintoft		E-Mail: janette.flintoft@lacity.org		Phone: 310-570-0686
Project Manager: Derek Tennell		E-Mail: derek.tennell@lacity.org		Phone: 213-978-2177
Department/Bureau/Agency: City Attorney				Date: 08/19/2016
Grant Information				
Name of Grantor: California Governor's Office of Emergency Services (CalOES)			Pass Through Agency:	
Grant Program Title: City of Los Angeles County Victim Services Steering Committee (XC Grant)			Notification of Award Date: August, 2016	
Funding Source (Public or Private): <input checked="" type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> Local <input type="checkbox"/> Foundation <input type="checkbox"/> Corporation <input type="checkbox"/> Other	Grant Type: <input checked="" type="checkbox"/> Formula/Block <input type="checkbox"/> Competitive/Discretionary <input type="checkbox"/> Other	Funds Disbursement: <input type="checkbox"/> Advance <input checked="" type="checkbox"/> Reimbursement		Agency's Grant ID: CFDA # _____ Other ID # _____ eCivis ID# _____
Match Requirement: <input type="checkbox"/> None <input type="checkbox"/> Recommended <input type="checkbox"/> Mandatory _____ Amount = _____ % Match				
Match Type: <input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind Identify Source of Match: Volunteer hours and general fund contribution				
Fiscal Information:	Awarded Funds \$3,341,767	Match/In-Kind Funds \$835,442	Additional/Leveraged Funds \$	Total Project Budget \$4,177,209
Approved Grant Budget Summary:				
Category	Awarded	Match	Additional	Explanation
Personnel				
Salaries	118,974	318,509		
Fringe Benefits	43,009			
Indirect	54,169			City's indirect costs
Equipment				
Materials/Supplies	3,902			
Travel	1,100			
Contractual Services	3,110,533	504,634		Non-city funds; contractual vendors will contribute
Other	10,080			Victim emergency funds
		12,299		Community volunteer hours
Total:	3,341,767	835,442		
Approved Project				
Descriptive Title of Funded Project: Victim Services Steering Committee (XC Grant)				
Performance Period Start/End Dates (Month/Day/Year): Start: 07/01/16 End: 06/30/18			Citywide: <input checked="" type="checkbox"/> Affected Council District(s): Citywide Affected Congressional District(s): Citywide	
Purpose: <input type="checkbox"/> Capital/Infrastructure <input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Program <input type="checkbox"/> Planning/Training <input type="checkbox"/> Pilot/Demonstration				
Identify Internal Partners (City Department/Bureau/Agency): LAPD				
Identify External Partners: CAST, CPAF, DART, LUVS, Journey Out, and City Department of Aging.				
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.				
CalOES has awarded the CITY funds in the amount of \$4,177,209 to implement a City of Los Angeles County Victim Services (XC) Program plan to address gaps in victim services/needs, of which \$1,321,767 will be utilized by the City of Los Angeles to increase staffing levels at police stations and at offices citywide, with the remaining portion to be allocated to subrecipient agencies, including CAST, CPAF, DART, LOVS, Journey Out, and City Department of Aging.				

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.

There is no new General Fund impact.

The total project cost of the XC Grant is \$4,177,209 over two years. The XC Grant award provides \$3,341,767 and the remaining \$835,442 in project costs reflects the required match (cash or in kind). The match is spread out among the City and the XC grant subrecipients and will not result in any new General Fund contributions.

The City's in kind contribution is comprised of existing Family Violence Advocates (\$318,509), whose positions are already included in the adopted FY 2016/17 budget, and City volunteer hours (\$12,299).

The balance of the match (\$504,634) is fully satisfied through the subrecipient agencies' contributions.

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 checked="" 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 checked="" type="checkbox"/> Detail of Positions and Salary Costs (Excel Document) | <input type="checkbox"/> Additional Documents (if applicable) |

Department Head Name:
Mary Clare Molidor

Department Head Signature:

Date:

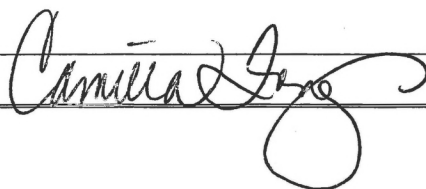
FOR CAO USE ONLY

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:

10/19/14

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

					Department:	
Grant Name: XC Victim Services Steering Committee Program			Additional Costs**			
Grant Project Breakdown	Grant Funds	City Funds	Non-City Funds	Total		Comments
Salaries						
1010 Salaries General	118,974	318,509		437,483		
1020 Salaries Grant Reimbursed		-	-	-		
1070 Salaries As Needed				-		
1090 Overtime				-		
Salaries Total:	\$ 118,974	\$ 318,509	\$ -	\$ 437,483		
Related Costs*						
	CAP Rate					
Fringe Benefits	36.15%	43,009		43,009		
Central Services	19.49%	23,188		23,188		
Department Administration	26.04%	30,981		30,981		
Related Costs Total:	\$ 97,178	\$ -	\$ -	\$ 97,178		
Expense						
2120 Printing & Binding	1,440			1,440		
2130 Travel	1,100			1,100		
3040 Contractual Services	3,110,533		504,634	3,615,167		
3310 Transportation				0		
4160 Governmental Meetings				0		
6010 Office Supplies	2,462			2,462		
6020 Operating Supplies				0		
7300 Equipment				0		
Victim Emergency Funds	10,080			10,080		
Community Volunteer time			12,299	12,299		
Expenses Total:	\$3,125,615	\$0	\$516,933	\$3,642,548		
Grand Total:	\$ 3,341,767	\$ 318,509	\$ 516,933	\$ 4,177,209		
*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.)						
**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.						

VICTIM ASSISTANCE PROGRAM XC

DEPARTMENT OF AGING - Federal Grant funding:

Personal Services - Salary	Appr Account	Year 1	Year 2	Total
SW FTE	1010	28,449.00	58,464.00	86,913.00
SW II Supervision	1010	1,144.00	3,288.00	4,432.00
Program Mngt Staff	1010	1,192.00	3,428.00	4,620.00
		<u>30,785.00</u>	<u>65,180.00</u>	<u>95,965.00</u>

Personal Services - Benefits

	Fund 368,			
SW FTE	Accnt 12N321	11,866.00	24,385.00	36,251.00

Expenses

	Fund 368,			
Central Services @ 27.95%	Accnt 12N321	7,951.00	16,341.00	24,292
Supplies	6010	4,100.00	3,392.00	7,492.00
Computers	6010	4,600.00	-	4,600.00
Training	3040	5,000.00	5,000.00	10,000.00
Emergency Fund	6010	7,200.00	7,200.00	14,400.00
Mileage/Transportation	2120	4,500.00	2,500.00	7,000.00
		<u>33,351.00</u>	<u>34,433.00</u>	<u>67,784.00</u>

76,002.00 123,998.00 200,000.00

Benefits are based on CAP 37 @ 41.71% and 27.95%

Fringe Benefits -	11,866.08	24,385.33	36,251.41
Central Services	7,951.50	16,340.69	24,292.18