

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

June 23, 2020

**FROM**

**JASON ANDERSON, District Attorney**

**SUBJECT**

Grant Application for the 2020-21 Victim Witness Assistance Program

**RECOMMENDATION(S)**

1. Approve grant application to the California Office of Emergency Services (CalOES) in the amount of \$3,612,053, which includes grant funds of \$2,948,098 plus a local match of \$663,955, for the San Bernardino County Victim Witness Assistance Program for the period of October 1, 2020 to September 30, 2021.
2. Adopt **Resolution 20-105**, as required by Cal OES, authorizing the District Attorney to sign and submit the grant application, including the Certification of Assurance of Compliance and any non-substantive grant application amendments, subject to review by County Counsel.
3. Direct the District Attorney to transmit all grant application documents and amendments in relation to this grant application to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Michael Fermin, Chief Assistant District Attorney, 382-3662)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

**FINANCIAL IMPACT**

Approval of this item will not result in additional Discretionary General Funding (Net County Cost). Grant funds in the amount of \$2,948,098 from Cal OES will help fund the cost of one Assistant Victim Services Chief position, two Supervising Victim Advocate positions, 20 Victim Advocate II positions, one Mass Victimization Advocate position, 22 Victim Advocate I positions, three Office Assistant II positions, and minimal operating expenses within the District Attorney's Office (Department). This grant requires a local cash match of \$663,955 which will be funded from the Department's existing budget allocation. The grant and local match amount represents an increase of \$179,732 over the 2019-20 grant period. The Department will include budget adjustments for approval by the Board of Supervisors when the actual award is received, if necessary.

**BACKGROUND INFORMATION**

The Victim Witness Assistance Program (Program) provides funding for a wide variety of social services to victims of and witnesses to crimes, including assistance with obtaining emergency funeral and burial funding, assisting with temporary lodging and relocation, referrals to medical and mental health providers, coordination of volunteer support from the community, and assistance to victims with applications for benefits from the California Victim Compensation

**Grant Application for the 2020-21 Victim Witness Assistance Program  
June 23, 2020**

Program for crime-related economic losses. Department staff (Advocates) assist victims and witnesses in the criminal justice system by explaining the process, accompanying them to court and, when necessary, providing transportation to and from court.

On April 27, 2020, Cal OES released its Request for Application (RFA) for Program grant funding for the upcoming period of October 1, 2020 through September 30, 2021. This grant funding is only available to past year recipients of the Victim Witness Assistance grant. In accordance with Penal Code Section 13835 et seq., the Department has administered this Program for the County since 1980. Further participation in the Program will allow the Department to continue to provide these vital services to County residents who are victims or witnesses of crimes. Consequently, the Department seeks Board of Supervisor's (Board) approval to apply for these funds.

The increase of \$179,732 will allow the Department to continue to provide mandatory services expeditiously to victims of all crime types; allow development of a victim's aid program at the Loma Linda University Children's Hospital; allow expansion of the courthouse facility dog program; and provide for continued development of mutual aid agreements with community partners and stakeholders for the Crisis Response Plan.

The Cal OES Subrecipient Handbook, Section 1350, requires all grant recipients to obtain written authorization, in the form of a resolution or letter from the Board, that the official executing the agreement is authorized to execute the document. Subrecipients must maintain this written authorization on file and make it available upon demand during audits. Historically, Cal OES has requested that each county's District Attorney be the authorized official to execute the grant application and any subsequent non-substantive amendments necessary for the San Bernardino County Victim Witness Assistance Program.

**PROCUREMENT**

The 2020 Subrecipient Handbook Section 3000 provides direction for contracts and procurement bids. The Department will follow the Subrecipient Handbook and County Policy 11-04 for any contracts or procurements for services or supplies paid with grant funds.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Katherine Hardy, Deputy County Counsel, 387-5437 on May 29, 2020; Finance (Carl Lofton, Finance Analyst, 387-5404) on June 08, 2020; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-5423) on June 8 2020.

**Grant Application for the 2020-21 Victim Witness Assistance Program  
June 23, 2020**

Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales   Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 23, 2020



cc:    W/RESOLUTION  
      DA- Walker Grant App. for sign  
      File- District Attorney w/attach  
la     06/24/2020