



**Contract Number**

22-188

**SAP Number**

**District Attorney**

<b>Department Contract Representative</b>	<u>Claudia Walker</u>
<b>Telephone Number</b>	<u>(909) 382-7689</u>
<b>Contractor</b>	<u>California Office of Emergency Services</u>
<b>Contractor Representative</b>	<u>Brandy Beck</u>
<b>Telephone Number</b>	<u>(916) 328-7465</u>
<b>Contract Term</b>	<u>January 1, 2022 to December 31, 2022</u>
<b>Original Contract Amount</b>	<u>\$265,210</u>
<b>Amendment Amount</b>	<u>\$0</u>
<b>Total Contract Amount</b>	<u>\$265,210</u>
<b>Cost Center</b>	<u>4502001000/3000076</u>

**Briefly describe the general nature of the contract:**

The grant award for the Unserved/Underserved Program focuses on delivery of services to victims of violent crime in the underserved populations due to race, socio-economic status, disability, or sexual orientation.

The grant award is for \$228,334 and requires a local cash match of \$36,876, for a total of \$265,210. The grant period begins January 1, 2022 and ends December 31, 2022.

**FOR COUNTY USE ONLY**

Approved as to Legal Form

[Signature]  
Katherine Hardy, Deputy County Counsel

Date 2-16-22

Reviewed for Contract Compliance

[Signature]

Date \_\_\_\_\_

Reviewed/Approved by Department

[Signature]  
Jason Anderson, District Attorney

Date 3/1/22



February 10, 2022

Florida Alarcon, Chief, Bureau of Victim Services  
San Bernardino County  
303 West 3rd Street, 6th Floor  
San Bernardino, CA 92415-502

Subject: **NOTIFICATION OF APPLICATION APPROVAL**  
Unserved/Underserved Victim Advocacy and Outreach Program  
Subaward #: UV21 06 0360, Cal OES ID: 071-00000

Dear Ms. Alarcon:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$228,334, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt.

This subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on Cal OES website at [www.caloes.ca.gov](http://www.caloes.ca.gov).

Any funds received in excess of current needs, approved amounts, or those found owed as a result of a close-out or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Should you have questions on your subaward please contact your Program Specialist.

VSPS Grants Processing

Enclosure

c: Subrecipient's file

Cal OES #	071-00000-16	FIPS #	071-00000	VS#		Subaward #	UV21 06 0360
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
GRANT SUBAWARD FACE SHEET**

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

- 1. Subrecipient: San Bernardino County 1a. DUNS#: 073590812
- 2. Implementing Agency: San Bernardino County District Attorney's Office 2a. DUNS#: 626913172
- 3. Implementing Agency Address: 303 W. Third St. San Bernardino 92415-0502  
(Street) (City) (Zip+4)
- 4. Location of Project: 303 W. Third St. San Bernardino 92415-0502  
(City) (County) (Zip+4)
- 5. Disaster/Program Title: UV - Unserved/Underserved Victim Advocacy and Outreach Program 6. Performance Period: 1/1/2022 to 12/31/2022  
(Start Date) (End Date)
- 7. Indirect Cost Rate: 10% de minimis Federally Approved ICR (if applicable): \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2021	VCGF	\$80,830						\$80,830
9.	2019	VOCA		\$35,925		\$8,981		\$8,981	\$44,906
10.	2020	VOCA		\$111,579		\$27,895		\$27,895	\$139,474
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project Cost</b>		<b>\$80,830</b>	<b>\$147,504</b>	<b>\$228,334</b>	<b>\$36,876</b>		<b>\$36,876</b>	<b>\$265,210</b>

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. **Official Authorized to Sign for Subrecipient:**

Name: Jason Anderson Title: District Attorney  
 Payment Mailing Address: 303 W. Third St. 3rd Floor City: San Bernardino Zip Code+4: 92415-0502  
 Signature: \_\_\_\_\_ Date: 01/31/22

16. Federal Employer ID Number: 956002748

**(FOR Cal OES USE ONLY)**

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

<u>Mary Rucker</u> 2/4/2022 (Cal OES Fiscal Officer) (Date)	<u>Heather Carlson</u> 2/4/2022 (Cal OES Director or Designee) (Date)
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ENY: 2021-22 Chapter: 21 SL: 14019  
 Item: 0690-105-0001 Pgm: 0385  
 Fund: General Fund  
 Program: Unserved/Underserved Victim Advocacy and Outreach Program  
 Match Req.: None  
 Project ID: OES21VCGFSUPP00  
 SC: 2021-14019 Amount: \$80,830

ENY: 2021-22 Chapter: 21 SL: 18400  
 Item: 0690-102-0890 Pgm: 0385  
 FAIN #: 2020-V2-GX-0031 10/01/19-09/30/23  
 Fund: Federal Trust AL#: 16.575  
 Program: Unserved/Underserved Victim Advocacy and Outreach Program  
 Match Req.: 20%, C/IK based on TPC  
 Project ID: OES20VOCA000012  
 SC: 2021-18400 Amount: \$111,579

ENY: 2021-22 Chapter: 21 SL: 18400  
 Item: 0690-102-0890 Pgm: 0385  
 FAIN #: 2019-V2-GX-0053 10/01/18-09/30/22  
 Fund: Federal Trust AL#: 16.575  
 Program: Unserved/Underserved Victim Advocacy and Outreach Program  
 Match Req.: 20%, C/IK based on TPC  
 Project ID: OES19VOCA000012  
 SC: 2021-18400 Amount: \$35,925

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Received 10/28/21  
Mail Log # 744942

## **SPECIAL CONDITION**

Grant Subaward No. UV21 06 0360 is hereby approved with the following condition:

- The 2019 VOCA Funds in the amount of \$35,925 must be expended by 07/31/22 and the final 2-201 must be received by Cal OES by 08/31/22.

Failure to comply with these requirements may result in the withholding and disallowance of grant payments, the reduction or termination of the Grant Subaward and/or the denial of future grant funds.



**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

**1. Cal OES Contact Information Section:**

Governor's Office of Emergency Services  
Mark S. Ghilarducci, Director  
3650 Schriever Avenue  
Mather, CA 95655  
(916) 845-8506 (phone)

**2. Federal Awarding Agency Section:**

<b>Fund Year</b>	<b>Federal Program Fund / AL#</b>	<b>Federal Awarding Agency</b>	<b>Total Federal Award Amount</b>	<b>Total Local Assistance Amount</b>
2019	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$266,680,824	\$256,013,591
2020	Victims of Crime Act (VOCA) / 16.575	Office for Victims of Crime	\$195,905,619	\$188,069,394
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

**3. Project Description Section:**

- Project Acronym (Please choose from drop down):  
Unserved/Underserved Victim Advocacy and Outreach Program (UV)
- Project Description (Please type the Project Description):  
Provides funding focus on advocacy and support services to victims of violent crime within unserved/underserved communities.

**4. Research & Development Section:**

- Is this Subaward a Research & Development grant?  
Yes  No



## Grant Subaward Contact Information

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney's Office

1. **Grant Subaward Director:**

Name: Florida Alarcon Title: Chief, Bureau of Victim Services  
Telephone #: 909.382.3669 Email Address: Falarcon@sbcda.org  
Address/City/ Zip Code (9-digit): 303 West 3rd St, 6th Floor, San Bernardino, CA 92415-0502

2. **Financial Officer:**

Name: Claudia Walker Title: Chief, Bureau of Administration  
Telephone #: 909.382.7689 Email Address: CWalker@sbcda.org  
Address/City/ Zip Code (9-digit): 303 West 3rd St., 6th Floor, San Bernardino, CA 92415-0502

3. **Programmatic Point of Contact:**

Name: Florida Alarcon Title: Chief, Bureau of Victim Services  
Telephone #: 909.382.3669 Email Address: Falarcon@sbcda.org  
Address/City/ Zip Code (9-digit): 303 West 3rd St., 6th Floor, San Bernardino, CA 92415-0502

4. **Financial Point of Contact:**

Name: Karen White Title: Administrative Supervisor 1, Bureau of Administration  
Telephone #: 909.382.3674 Email Address: KWhite@sbcda.org  
Address/City/ Zip Code (9-digit): 303 West 3rd St., 6th Floor, San Bernardino, CA 92415-0502

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Jason Anderson Title: District Attorney  
Telephone #: 909.382.3660 Email Address: DA@sbcda.org  
Address/City/ Zip Code (9-digit): 303 West 3rd St., 6th Floor, San Bernardino, CA 92415-0502

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Jason Anderson Title: District Attorney  
Telephone #: 909.382.3660 Email Address: DA@sbcda.org  
Address/City/ Zip Code (9-digit): 303 West 3rd St., 6th Floor, San Bernardino, CA 92415-0502

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Curt Hagman Title: Chairman, Board of Supervisors  
Telephone #: 909.387.4866 Email Address: curt.hagman@bos.sbcounty.gov  
Address/City/ Zip Code (9-digit): 385 N. Arrowhead Ave., 5th Floor, San Bernardino CA 92415-0110



### Grant Subaward Signature Authorization

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County

Implementing Agency: San Bernardino County-  
District Attorney's Office

The Grant Subaward Director and Financial Officer are REQUIRED to sign this form.

**Grant Subaward Director:**

Printed Name: Florida Alarcon

Signature: [Handwritten Signature]

Date: 10/27/2021

**Financial Officer:**

Printed Name: Claudia Walker

Signature: [Handwritten Signature]

Date: 10-17-21

The following persons are authorized to sign for the Grant Subaward Director:

Signature: [Handwritten Signature]

Printed Name: Alfred Moore Jr.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

The following persons are authorized to sign for the Financial Officer:

Signature: [Handwritten Signature]

Printed Name: Karen White

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_



**Grant Subaward Certification of Assurance of Compliance**  
**Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program**

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County

I, Jason Anderson (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

**I. Federal Grant Funds – SRH Sections 14.005**

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure a single audit pursuant to Office of Management & Budget (OMB) Uniform Guidance 2 Code of Federal Regulations (CFR) Part 200, Subpart F and are allowed to allocate federal funds for the audit costs.

- Subrecipient expends \$750,000 or more in federal funds annually.
- Subrecipient does not expend \$750,000 or more in federal funds annually

**II. Equal Employment Opportunity – SRH Section 2.025**

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requested or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law.

**Subrecipients certify that they will comply with all state and federal requirements regarding EEO, nondiscrimination, and civil rights.**

EEO Officer: Victor Tordesillas

Title: HR Employee Relations Division Chief

Address: 1111 E. Mill St., San Bernardino, CA 92415

Telephone Number: 909.252.4223

Email Address: victor.tordesillas@hr.sbcounty.gov

**III. Drug-Free Workplace Act of 1990 – SRH Section 2.030**

The State of California requires that every person or organization receiving a Grant Subaward or contract shall certify it will provide a drug-free workplace.

**IV. California Environmental Quality Act (CEQA) – SRH Section 2.035**

The California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000 et seq.) requires all Cal OES-funded Subrecipients to certify compliance with CEQA. Subrecipients must certify they have completed, and will maintain on file, the appropriate CEQA compliance documentation.

**V. Lobbying – SRH Sections 2.040 and 4.105**

Grant Subaward funds, property, and funded positions must not be used for any lobbying activities. This includes, but is not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

**VI. Debarment and Suspension – SRH Section 2.045**

Subrecipients receiving federal funds must certify that they will adhere to Federal Executive Order 12549, Debarment and Suspension. The Subrecipient certifies that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency.

The Subrecipient certifies that it will not make any Second-Tier Subaward, or enter into any contract greater than \$25,000, with parties that are debarred, suspended, or otherwise excluded or ineligible for participation in Federal programs or activities.

**VII. Proof of Authority from City Council/Governing Board – SRH Section 1.055**

Subrecipients accept responsibility for and must comply with the requirement to obtain a signed resolution from governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. It is agreed that any liability arising out of the performance of this Grant Subaward, including civil court actions for damages, shall be the responsibility of the Subrecipient. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also

agreed that Grant Subaward funds received from Cal OES shall not be used to supplant expenditures controlled by the governing board.

Subrecipients are required to obtain written authorization by the governing body (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a Grant Subaward (and applicable Grant Subaward Amendments) with Cal OES. The Applicant is also required to maintain said written authorization on file and make readily available upon demand.

#### **VIII. Civil Rights Compliance – SRH Section 2.020**

The Subrecipient complies with all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

#### **IX. Federal Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program Special Conditions**

##### **1. Applicability of Part 200 Uniform Requirements**

The Subrecipient must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and Subawards ("Subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the Subrecipient must retain – typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies – and to which the Subrecipient must provide access, include performance measurement information, in addition to

the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the Subrecipient is to contact OJP promptly for clarification.

**2. Compliance with DOJ Grants Financial Guide**

The Subrecipient must to comply with the DOJ Grants Financial Guide. References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance.

**3. Requirements Pertaining to Prohibited Conduct Related to Trafficking in Persons (including reporting requirements and OJP authority to terminate award)**

The Subrecipient 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 Subrecipients, Subrecipients ("Subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the Subrecipient or of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by Subrecipients and Subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

**4. Requirements related to System for Award Management and Universal Identifier Requirements**

The Subrecipient 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 the currency of information in SAM.

The Subrecipient also must comply with applicable restrictions on Second-Tier Subawards, including restrictions on subawards to entities that do not acquire and provide (to the Subrecipient) the unique entity

Identifier required for SAM registration.

The details of the Subrecipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

5. **Compliance with Applicable Rules Regarding Approval, Planning, and Reporting of Conferences, Meetings, Trainings, and Other Events**

The Subrecipient 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 in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

6. **Compliance with General Appropriations-Law Restrictions on the Use of Federal Funds**

The Subrecipient must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2020, are set out at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

**7. Reporting Potential Fraud, Waste, & Abuse**

The Subrecipient must promptly refer to 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) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) 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 (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

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

**8. Restrictions and Certifications Regarding Non-Disclosure Agreements and Related Matters**

No Subrecipient 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.

**a. In accepting this award, the Subrecipient:**

- 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

- 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.
- b. If the Subrecipient does or is authorized under this award to make Subawards, procurement contracts, or both:
- It represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive award funds (whether through a Subaward, 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
  - 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.
9. 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), the Subrecipient understands that DOJ encourages Subrecipients 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.

10. OJP Training Guiding Principles

Any training or training materials that the Subrecipient develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

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

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

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000 (for 2018 federal award) or \$250,000 (for 2019 & 2020 federal awards)

The Subrecipient must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (\$150,000 [for 2018 federal award] currently, \$250,000 [for 2019 & 2020 federal awards]). This condition applies to agreements that – for purposes of federal grants administrative requirements – OJP considers a procurement "contract" (and therefore does not consider a Subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000 [for 2018 federal award] and exceed \$250,000 [for 2019 & 2020 federal

award]), and are incorporated by reference here.

**13. Requirement for Data on Performance and Effectiveness Under the Award**

The Subrecipient must collect and maintain data that measure the performance and effectiveness of activities under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act, and other applicable laws.

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

The Subrecipient 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 Subrecipient 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 Subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

**15. VOCA Requirements**

The Subrecipient must comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required.

**16. Demographic Data**

The Subrecipient must collect and maintain information on race, sex, national origin, age, and disability of victims receiving assistance, where such information is voluntarily furnished by the victim.

**17. Performance Reports**

COAOC – VOCA – Cal OES 2-104f (Revised 7/2021)

The Subrecipient must submit quarterly performance reports on the performance metrics identified by OVC, and in the manner required by OVC. This information on the activities supported by the award funding will assist in assessing the effects that VOCA Victim Assistance funds have had on services to crime victims within the jurisdiction.

**18. Access to Records**

The Subrecipient must authorize the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper, or documents related to the VOCA grant.

**19. All Subawards ("Subgrants") must have specific federal authorization**

The Subrecipient must comply with all applicable requirements for authorization of any Subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All Subawards ("Subgrants") must have specific federal authorization), and are incorporated by reference here.

**20. Unreasonable restrictions on competition under the award; association with federal government**

This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used.

**a. No discrimination, in procurement transactions, against associates of the federal government**

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable

requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process" – no Subrecipient may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

b. Monitoring

The Subrecipient's monitoring responsibilities include monitoring of compliance with this condition.

c. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

d. Rules of construction

- 1) The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government – as an employee, contractor or subcontractor, grant Subrecipient or Subrecipient, agent, or otherwise – in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.
- 2) Nothing in this condition shall be understood to authorize or require any Subrecipient or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

21. Determination of suitability to interact with participating minors

This condition applies to this award if it is indicated – in the application for the award (as approved by DOJ, the DOJ funding announcement (solicitation), or an associated federal statute – that a purpose of some or all of the activities to be carried out under the award is to benefit a set of individuals under 18 years of age.

The Subrecipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

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

The Subrecipient 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.

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

The Subrecipient 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."

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

The Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, 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, currently, also sets out rules and requirements that pertain to

Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients and Subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi->

bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

**25. Restrictions on "Lobbying"**

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the Subrecipient, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the Subrecipient 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 Subrecipient would or might fall within the scope of these prohibitions, the Subrecipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

**26. Subgrant Award Report (SAR)**

The Subrecipient must submit a SAR to OVC for each Subrecipient of the VOCA victim assistance funds, within ninety (90) days of awarding funds to the Subrecipient. Subrecipients must submit this information through the automated system.

**27. Effect of Failure to Address Audit Issues**

The Subrecipient 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 Subrecipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this Grant Subaward), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

**28. Additional DOJ Awarding Agency Requirements (2018, 2019, & 2020)**

The Subrecipient 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 Subrecipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

29. Hiring Documents

The Subrecipient must keep, maintain, and preserve all documentation (such as Form I-9s or equivalents) regarding the eligibility of employees hired using the fund.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for Subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

<b>CERTIFICATION</b>	
I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.	
Official Designee's Signature: _____	
Official Designee's Typed Name: <u>Jason Anderson</u>	
Official Designee's Title: <u>District Attorney</u>	
Date Executed: <u>12/13/20</u>	
Federal Employer ID #: <u>95-6002748</u>	Federal DUNS #: <u>626913172</u>
Current System for Award Management (SAM) Expiration Date: <u>3/7/2022</u>	
Executed in the City/County of: <u>San Bernardino</u>	
<b>AUTHORIZED BY:</b>	
<input type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input checked="" type="checkbox"/> Governing Board Chair	
Signature: _____	<b>SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD</b> <b>LYNNA MONCEL</b> Clerk of the Board of Supervisors of the County of San Bernardino
Typed Name: <u>Curt Hagman</u>	
Title: <u>Chairman, Board of Supervisors</u>	
By _____	



**Grant Subaward Budget Pages**  
Multiple Fund Sources

San Bernardino County District Attorney			Grant Subaward #: UV21 06 0360			
A. Personnel Costs - Line-item description and calculation	21VCGF	19VOCA	19VOCA Match	20VOCA	20VOCA Match	Total Amount Allocated
<b>1.0 Victim Advocate I</b>						
1040 hours x \$20.86 x 1		\$21,694				\$21,694
1040 hours x \$21.38 x 1				\$22,235		\$22,235
<b>2.0 Victim Advocate II's</b>						
1040 hours x \$30.08 x 1	\$31,283					\$31,283
1040 hours x \$30.83 x 1				\$32,063		\$32,063
1040 hours x \$25.04 x 1	\$26,042					\$26,042
1040 hours x \$25.67 x 1				\$26,697		\$26,697
<b>Benefits for 3.0 FTE Employees for 1 year</b>						
Total Benefits = 47.47% of Salary Retirement (34.79% of gross salary)		\$14,231	\$8,981	\$30,584	\$22,163	\$75,959
Survivors Benefits (.04% of gross)						
Health Insurance (8.34% of gross)						
Vision Insurance (0.12% of gross)						
Dental Insurance (0.31% of gross)						
Short term Disability (1.25% of gross)						
Medicare Tax (1.43% of gross)						
Workers Comp Insurance (0.75% of gross)						
Life Insurance (0.09% of gross)						
457B Match (0.36% of gross)						
<b>Personnel Costs Fund Source Totals</b>	\$57,325	\$35,925	\$8,981	\$111,579	\$22,163	\$235,973
<b>PERSONNEL COSTS CATEGORY TOTAL</b>						\$235,973

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**Grant Subaward Budget Pages  
Multiple Fund Sources**

San Bernardino County District Attorney			Grant Subaward #: UV21 06 0360			
B. Operating Costs - Line-item description and calculation	21VCGF	19VOCA	19VOCA Match	20VOCA	20VOCA Match	Total Amount Allocated
<b>Indirect Costs = 10% de minimis</b> <del>10% x (\$235,975 salaries and bens + \$6514 NOVA Training = \$24,249 Not Claiming the Full Amount)</del> <del>\$242,486 x .10 = \$24,248</del>	\$16,992				\$5,732	\$22,724
<b>NOVA Training (see attached OES 2-156)</b> Per Diem Meals (3 advocates x 4 days x \$62.10 per day + 1 extra dinner at \$29.81 x 3 advocates)	\$834					\$834
Registration (3 advocates x 625)	\$1,875					\$1,875
Airfare (\$500 x 3 advocates)	\$1,500					\$1,500
Hotel (5 days x 3 advocates x \$120 per day)	\$1,800					\$1,800
Rental Car (5 days x \$80 per day)	\$400					\$400
Parking	\$70					\$70
Mileage \$0.56 x 61 miles	\$34					\$34
<b>Operating Costs Fund Source Totals</b>	\$23,505				\$5,732	\$29,237
<b>OPERATING COSTS CATEGORY TOTAL</b>						\$29,237

MR



**Grant Subaward Budget Pages  
Multiple Fund Sources**

San Bernardino County District Attorney			Grant Subaward #: UV21 06 0360			
C. Equipment Costs - Line-item description and calculation	21VCGF	19VOC	19VOC A Match	20VOC A	20VOC A Match	Total Amount Allocated
Equipment Costs Fund Source Totals	\$0	\$0	\$0	\$0	\$0	\$0
<b>EQUIPMENT COSTS CATEGORY TOTAL</b>						\$0

Grant Subaward Totals - Totals must match the Grant Subaward Face Sheet	21VCGF	19VOCA	19VOCA Match	20VOCA	20VOCA Match	Total Project Cost
<b>Fund Source Totals</b>	✓ \$80,830	✓ \$35,925	✓ \$8,981	✓ \$111,579	✓ \$27,895	✓ \$265,210

MR

## VSPS Budget Summary Report

**UV21 Unserved/Underserved Victim Advocacy and Outreach Program**      Subaward #: UV21 06 0360  
**San Bernardino County**      Performance Period: 01/01/22 - 12/31/22  
 Unserved/Underserved Victim Advocacy and Outreach Program      Latest Request: , Not Final 201

### A. Personal Services - Salaries/Employee Benefits

F/S/L	Funding Source	Budget Amount	Paid/Expended	Pending	Balance	Pending Balance
F	19VOCA	35,925	0	0	35,925	35,925
L	19VOCA	8,981	0	0	8,981	8,981
F	20VOCA	111,579	0	0	111,579	111,579
L	20VOCA	22,163	0	0	22,163	22,163
S	21VCGF	57,325	0	0	57,325	57,325
<b>Total A. Personal Services - Salaries/Employee Benefits:</b>		<b>235,973</b>	<b>0</b>	<b>0</b>	<b>235,973</b>	<b>235,973</b>

### B. Operating Expenses

F/S/L	Funding Source	Budget Amount	Paid/Expended	Pending	Balance	Pending Balance
F	19VOCA	0	0	0	0	0
L	19VOCA	0	0	0	0	0
F	20VOCA	0	0	0	0	0
L	20VOCA	5,732	0	0	5,732	5,732
S	21VCGF	23,505	0	0	23,505	23,505
<b>Total B. Operating Expenses:</b>		<b>29,237</b>	<b>0</b>	<b>0</b>	<b>29,237</b>	<b>29,237</b>

### C. Equipment

F/S/L	Funding Source	Budget Amount	Paid/Expended	Pending	Balance	Pending Balance
F	19VOCA	0	0	0	0	0
L	19VOCA	0	0	0	0	0
F	20VOCA	0	0	0	0	0
L	20VOCA	0	0	0	0	0
S	21VCGF	0	0	0	0	0
<b>Total C. Equipment:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**F/S/L (Funding Types):** F=Federal, S=State, L=Local Match  
**Paid/Expended=**posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

## VSPS Budget Summary Report

<b>UV21 Unserved/Underserved Victim Advocacy and Outreach Program</b>	<b>Subaward #: UV21 06 0360</b>	
San Bernardino County	Performance Period: 01/01/22 - 12/31/22	
Unserved/Underserved Victim Advocacy and Outreach Program	Latest Request: , Not Final 201	

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
<b>Total Local Match:</b>	36,876	0	36,876	0	36,876
<b>Total Funded:</b>	228,334	0	228,334	0	228,334
<b>Total Project Cost:</b>	265,210	0	265,210	0	265,210

F/S/L (Funding Types): F=Federal, S=State, L=Local Match  
 Paid/Expended=posted in ledger w/Claim Schedule, Pending=Processed, but not yet in Claim Schedule

02/10/22



## **Grant Subaward Budget Narrative**

**Grant Subaward #: UV21 06 0360**

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**Subrecipient: San Bernardino County District Attorney**

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The proposed budget provides for funding in the amount of \$265,210 for a specialized Unserved/Underserved Victim Advocacy and Outreach unit with 3.0 FTE staff members. Two full-time Victim Advocate II's and one full-time Victim Advocate I will provide direct services to victims. Advocates are trained and experienced in working with victims and coordinating services and will specialize in serving victims from the unserved/underserved lesbian, gay, bi-sexual, transgender, and questioning (LGBTQ) populations.

Advocates are qualified with the experience, skills, and training to perform a variety of direct and indirect services for crime victims. Victim Advocate I's are expected to have education equivalent to an Associate's Degree in psychology, sociology, criminal justice, behavioral or social science, as well as one year of experience which includes face to face interviews, making referrals, maintaining case records, and determining eligibility for social services. In addition to the education and experience listed above, Victim Advocate II's are expected to have two years of experience providing advocacy services. Supervising Victim Advocates have the same educational guidelines as above, but are expected to have three years of experience plus lead or supervisory experience.



## Grant Subaward Budget Narrative

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

The total budget includes \$228,334 in grant funds and \$36,876 in District Attorney cash match for a total of \$265,210. Of the total budget, \$160,014 of grant funds will provide salaries for 2.0 FTE Victim Advocate II's and 1.0 FTE Victim Advocate 1 for twelve months. Benefits in the amount of \$75,959 are also included, \$36,394 in match and \$44,815 in grant funding.

Operating costs include indirect Costs (10% de minimis) in the amount of

~~\$22,724~~ <sup>\$24,248</sup>

CWB

, however we are not claiming the full amount of indirect costs which is

CWB

<sup>8</sup> \$24,249. Also included in Operating costs is one training, usually held in the

summer (dates and location are to be determined), is the annual NOVA

Conference. This conference will help the program's advocates keep up with the latest information on helping unserved and underserved victims.

Staff members are dedicated to accomplishing the stated objectives and activities described in the project narrative and according to guidelines. No subcontracts are needed; no unusual expenditures are anticipated. Mid-year salary adjustments are calculated in the budget costs.



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: UV21 06 0360

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Subrecipient: San Bernardino County District Attorney

### **Plan**

San Bernardino County is the largest county in the contiguous United States, encompassing 24 incorporated cities and 72 unincorporated communities within an area of over 20,000 square miles and a population of over 2.1 million residents. The county has three distinct areas: the west valley, central, and desert region. 44 victim advocates provide services to a diverse population of Hispanic non-white, White, African American, Asian, Native American, Pacific Islander and Multi-Race residents. Considering the geographical size, population and crime rate, the program has not experienced a decline in the number of victims needing assistance. The Bureau of Victim Services advocates receive referrals from law enforcement agencies, domestic violence shelter agencies, 227 Deputy District Attorneys, other County departments including the hospitals and community-based organizations.

The National Coalition of Anti-Violence Programs (NCAVP) reported in 2017 that they had recorded 52 hate violence related homicides of LGBTQ and HIV affected people. The number of hate violence related homicides represents a 86% increase in single incident homicide reports from 2016. In 2017, NCAVP also reported that there had been nearly one homicide a week of an LGBTQ person in the U.S. In San Bernardino County, due to the existing and ever emerging



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

street gangs there is a potential to see more hate crimes reported that target people of color and gender diversity. Because of this, we could see more reported hate crimes committed against the LGBTQ community.

The San Bernardino County District Attorney's Office Bureau of Victim Services previously housed two full-time victim advocates at the Arrowhead Regional Medical Trauma Center (ARMC Trauma Center) who provided assistance to victims of crime from the LGBTQ community. In February 2013 we expanded our program to place a greater focus on the high desert region of our county and one of the ARMC Trauma Center advocates was relocated to the Victorville District Attorney's Office. In 2016, our program was able to expand to the west valley region of our county in part to receiving a larger grant award. The full-time victim advocates, at each location, will continue to provide services to the underserved crime victims in the high desert, central valley, and west valley regions of the county. Victim advocates will offer all mandatory and optional services such as crisis intervention that will include immediate, short-term emotional and physical care for victims both in-person, by telephone contact or video conferencing, emergency needs assessment, community resource referrals, assistance with completion of the California Victim Compensation Board program application, orientation to the criminal justice system; Assistance



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

will also include case management, assistance with victim impact statements, arrange for transportation to court and criminal justice offices as well as court accompaniment and assistance in securing child care in order for the victim to attend court. The victim advocate assigned to ARMC will continue to work in the Trauma Center, assisting crime victims requiring medical services as they arrive from all over the county, or are brought in by law enforcement officers. The victim advocate will provide immediate crisis intervention that will include immediate, short-term emotional and physical care for victims both in-person and by telephone contact, services may include crisis counseling, accompaniment during medical exams, referrals to qualified professional counselors and/or counseling agencies, victim compensation claim assistance, orientation to the criminal justice system, emergency needs assessment, relocation, and criminal case notification.

The goal of our Unserved/Underserved Victim Advocacy & Outreach Program is to improve upon and provide immediate services to crime victims of all crime types in the high desert region, central valley, west valley region, and to victims that arrive as patients at the ARMC Trauma Center. We will increase our efforts to identify and reach out to the underserved victims throughout the county. Our plan is to continue to advance our LGBTQ victim services programs at the ARMC



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: UV21 06 0360

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Subrecipient: San Bernardino County District Attorney

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Trauma Center, both the high desert and west valley regions through improved victim advocacy. We will continue to increase our knowledge and awareness when working with victims that are members of the LGBTQ community and be better able to recognize culturally significant and gender sensitive issues that arise and handle them appropriately. By increasing our knowledge, awareness and sensitivity, we will be better able to provide all mandatory services to victims of the LGBTQ community. We will also be able to act as a liaison between the victim and medical staff, law enforcement, the victim's family, and community with a more compassionate and understanding approach. Another program goal is to continue to help the crime victim towards healing from the trauma, guide them through the criminal justice system, and restore their faith in a system that may have disregarded them and possibly even treated them poorly in the past.

The victim advocate assigned to the ARMC Trauma Center will continue to employ the following best practices to streamline the delivery of services to crime victims from our underserved populations: When a victim arrives at the ARMC, the victim advocate will introduce themselves and offer services immediately. An intake face page will be completed by the victim advocate in addition to the application for the California Victim Compensation Program.



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

The victim advocate will accompany the victim during the medical exam and/or law enforcement interviews at the victim's request. A thorough needs assessment of the victim will be completed by the victim advocate, after which the victim advocate will make applicable referrals to both emergency resources and to community-based programs.

The victim advocate will provide a criminal justice system orientation, assistance with victim impact statements, assistance in securing childcare so that the victim can attend court and arrange for travel and accompaniment to court and criminal justice offices if the case is filed by the District Attorney's office. If the victim is admitted to the hospital as an in-patient, the ARMC Trauma Center victim advocate will follow up with the victim each day they are in the hospital, and if necessary, will provide further crisis counseling and a needs assessment. If the victim is not admitted to the hospital, the victim advocate will provide follow-up services as needed. If the victim is first seen in the high desert or west valley region, the victim advocate will be assigned to remain with the victim throughout the criminal proceedings to post trial. All victims receive a Marsy's card which lists all their rights under Marsy's Law and all questions regarding their rights as victims will be answered by the victim advocate. Following the above best service protocol has proven to be most effective in providing



## Grant Subaward Programmatic Narrative

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

comprehensive services to crime victims. During the fiscal year 19/20 our office was significantly impacted by the Covid-19 Pandemic. The Pandemic forced us to make changes in the manner that we provided services to victims of crime. We implemented the use of virtual technology to reach out to victims and continued to provide in-person assistance for the victims who had emergency needs such as funeral and burial assistance as well as food and clothing needs. Our office also coordinated with the Courts and created virtual courtrooms for victims and families to have the opportunity to view the hearings from a satellite office located in the District Attorney's Office. Once the courts made the decision to fully operate victim advocates provided court support to those victims who had to testify at the preliminary hearing or trial; victim advocates also provided court support during the sentencing hearing. We will continue to offer services in-person, by phone or video conferencing; and we will follow the preferred method of communication by the victim that we are serving to ensure we provide the most comfortable setting.

We have taken steps to meet the Cultural competency of victim advocate staff assigned to the ARMC Trauma Center and both the high desert and west valley divisions of the District Attorney's Office. The victim advocates have completed both the 40-hour Entry and Advanced Level Advocate training. We continue to



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

have partnerships with the CSUSB Pride Center, University of Redlands Pride Center, Foothill AIDS Project offices in San Bernardino, Claremont and Hesperia, and an ongoing partnership with the San Bernardino County Department of Behavioral Health Office of Cultural Competence & Ethnic Services. The victim advocates assigned to the project will continue to obtain additional training through these partnerships as it becomes available. The victim advocates will participate in site visits, make phone calls when necessary and will remain in communication with these centers on a regular basis to discuss available trainings and ways we can be of assistance to them, including providing virtual presentations on the services available through the Bureau of Victim Services and attend outreach fairs and community events. Every agency that supports the LGBTQ community has a supply of our LGBTQ Victim Services brochures and business cards. In the last year the victim advocates have continued to attend meetings with all the agencies listed who provide assistance to those in the LGBTQ community. It is our goal to continue attending meetings and sharing information on ways that we can better serve the community and it also provides an opportunity to network and address any issues that may have arisen.



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

Victim advocates trained in cultural competency and LGBTQ gender sensitivity will provide in-service training to the Bureau of Victim Services staff, District Attorney staff, ARMC staff, all law enforcement agencies and community-based organizations within the County of San Bernardino. An outreach brochure was designed and printed specifically to raise awareness of the special victim service needs of the underserved population. The brochures are available at the ARMC Trauma Center, CSUSB Pride Center, University of Redlands Pride Center and Foothill AIDS Project offices in San Bernardino, Claremont and Hesperia and all District Attorney Victim Services centers. To further our goals, the advocates assigned to the grant will continue to participate in San Bernardino County's Department of Behavioral Health Office of Cultural Competence & Ethnic Services LGBTQ Subcommittee. During fiscal year 2018/2019, a victim advocate assigned to the grant worked on aforesaid sub-committee to develop a resource guide and a safe, professional, and cordial relationship with the LGBTQ community. During fiscal year 19/20 we added one of our victim advocates to the underserved grant who was also part of the campus advocacy and outreach team. For 2022, we will continue to have the advocate on the grant assigned to the campus advocacy and outreach team. Through our extensive contact and partnerships with the colleges and universities in our County, we



## **Grant Subaward Programmatic Narrative**

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

believe that our advocates will be able to raise awareness of the services available through our program and it will provide an opportunity to reach out many students from the underserved community who need special assistance. The Bureau of Victim Services currently maintains an extensive community referral resource list. The list is regularly updated by the regional office assistants, and it includes mental health care providers, support groups, domestic violence shelters, dental and physical therapy providers, crime scene clean up providers, funeral and burial providers, and resources to various government agencies such as behavioral health and law enforcement. The District Attorney's Office also maintains a resource list that is available on our website. Resources include law enforcement agencies, district attorney's offices, legal aid resources, sexual assault service centers and domestic violence centers and TRO (Temporary Restraining Orders) assistance information. The community referral list was also updated to include medical care providers, county social services and child protective services agencies.

The victim advocates will continue to be trained in cultural sensitivity which has proven to be effective with providing assistance in a compassionate manner to same sex domestic violence victims. If the victim initially receives services at the ARMC Trauma Center, the victim advocate at the Trauma Center will transition



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Subrecipient: San Bernardino County District Attorney

underserved clients to court-based victim advocates if a criminal case is filed. Underserved clients will be advised of their rights as crime victims and receive a Marsy's rights card. Domestic violence occurs within same-sex relationships just as it does in heterosexual relationships, therefore the need for advocating with sensitivity and awareness is greater than ever. People in the LGBTQ community are more reluctant to seek help for fear of judgment and possibly harsh treatment by peace officers or attorneys. They also fear insensitivity or being exposed before they are ready to do so themselves. Understanding and acceptance of the LGBTQ community will encourage victims to seek help, improving the victim's willingness to cooperate with and restoring their faith in the criminal justice process.

Operational Agreements are in effect with Barstow, Chino, Colton, Fontana, Montclair, Ontario, Redlands, Rialto, San Bernardino and Upland police departments, the San Bernardino County Sheriff's Department and California Highway Patrol. We also have Operational Agreements with local domestic violence centers- Desert Sanctuary, House of Ruth, Option House and DOVES (Domestic Violence Education and Services); Partners Against Violence (sexual assault services agency); San Bernardino County Children's Network and Department of Children and Family Services and Arrowhead Regional Medical



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Center. Each Operational Agreement contains original signatures, titles, agency names for both parties and effective dates.

Volunteers are recruited through the District Attorney website and through the outreach efforts made by our staff at local community centers and at various college campuses. Individuals interested in volunteering contact the volunteer coordinator and are given complete information and instructions as to the process of volunteering and what the volunteering position entails. All prospective volunteers are required to complete an application that is screened by the volunteer coordinator. The volunteer coordinator and a supervising victim advocate will interview the volunteer, asking a series of questions regarding their interest in our program and experience they have working with victims. The District Attorney's Bureau of Investigations conducts a background check on qualified candidates and the individual is fingerprinted by the San Bernardino County Sheriff's Department. Once the applicant has received background clearance, they are then required to attend a 4-hour CLETS/Computer use training. The volunteers are then trained on the job and assist by requesting police reports, contacting victims for missing information for claims, updating cases, translating, sending victim contact letters and assisting the victim advocate in court. Volunteers are required to complete a weekly



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Subrecipient: San Bernardino County District Attorney

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time sheet, which is then approved by their supervisor and submitted to the volunteer coordinator.

### **ADA Compliance Statement**

All Victim Services Centers providing services to victims of crime served by the District Attorney's Office in San Bernardino County are compliant with the Americans Disabilities Act (ADA) of 1990, 42 U.S.C. 12101, et seq., and Title 28 of the Code of Federal Regulation, part 35. All Victim Service Centers have parking spaces, wheelchair ramps, restroom facilities and elevators for use by individuals with disabilities.

Victim advocates will assist in arranging transportation to court appearance or interviews for physically challenged victims. Sign language for people with hearing loss is provided by Hanna Interpreting Services; Superior Court Services also maintains a certified listing of Sign Language interpreters. All printed material is available in large-type versions upon request from clients who are visually impaired. Victims with disabilities will continue to receive the same high-quality services as those without disabilities. Additionally, all aspects of employment comply with ADA.

### **Capabilities**



## **Grant Subaward Programmatic Narrative**

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Subrecipient: San Bernardino County District Attorney

District Attorney Jason Anderson is an elected official currently serving his first 4-year term. He leads the San Bernardino County District Attorney's Office which employs a staff of 603 employees. District Attorney Anderson has an executive staff consisting of a chief assistant district attorney, one assistant district attorney, a special assistant district attorney, an executive assistant, a chief investigator for the Bureau of Investigations, a departmental information services administrator for the Bureau of Information Technology, a chief of administration and a chief over the Bureau of Victim Services. District Attorney Anderson also has a management team that consists of four chief deputy district attorneys, 16 supervising deputy district attorneys and 227 deputy district attorneys countywide.

The Unserved/Underserved Victim Advocacy & Outreach Program will continue to be overseen by the chief of victim services. The Bureau of Victim Services has a core program funded by combined state and federal grants and a portion of local County general funds. The Bureau of Victim Services has a staff of 69 employees which includes the chief, an assistant chief, a secretary, supervising victim advocates, victim advocates, clerical staff, and the California Victim Compensation Board claims unit that includes claims technicians and clerical staff. The program has been administered by the District Attorney's Office since



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Subrecipient: San Bernardino County District Attorney

1980 and our department has a successful history of collaboration with other agencies including law enforcement, community-based organizations, and other governmental agencies through our advocacy work. Currently we have on file 25 operational agreements. Among them are law enforcement agencies, domestic violence centers, children's services and a sexual assault services center; most of the operational agreements have been in effect for at least 16 years. The number of years and number of collaborating agencies demonstrates the high quality of service we provide. To address outreach efforts to partnering agencies, we will contact each of our current collaborative partners to discuss our Unserved/Underserved Victim Advocacy & Outreach Program. We will also actively continue to seek new partners to assist the unserved/underserved victims of crime in San Bernardino County. With the plan we have in place, advocates placed in regional district attorney offices and the Arrowhead Regional Trauma Center; collaboration with agencies providing assistance to the LGBTQ community; the outreach efforts by the advocates and the on-going training that they receive, we believe this plan will be sustainable and will allow the Program to continue following the end of the five-year fund cycle.



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In April 2013, during National Crime Victims' Rights Week we launched the One Call Now Marsy's notification system. Upon the filing of a criminal case, the system provides a telephonic notification to victims of crime informing them that they have rights under Marsy's Law and directs them to the District Attorney website for detailed information on those rights. We have an office assistant who is assigned to ensuring that the notifications are sent out daily. In June of 2014, The National Association of Counties (NACO) selected our County to receive an Achievement Award for the District Attorney's implementation of the One Call Now, Marsy's notification system.

The District Attorney's Office has a contract with the California Victim Compensation Board which provides partial funding for four claims technicians and two clerical staff members. The claims unit staff assist in processing applications for the State Victim Compensation and Government Claims Board, for victims seeking recovery of economic losses as a result of a crime (i.e., funeral/burial, medical bills, counseling, etc.). Staff process claims for payments, verifies services and billing invoices, and process requests for the disbursement of emergency funds.



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Our budget proposal consists of 3.0 FTE victim advocate positions. The victim advocates will be supervised by supervising victim advocates funded through another grant program and from the district attorney's general fund.

The Bureau of Victim Services and the District Attorney's Information Technology department developed a comprehensive database which tracks the number of victims assisted and types and number of services provided. This database will continue to be used to track new and returning victims and the services provided to each victim; the performance measures can be easily collected from the database for the quarterly reports that are needed for the submission of service stats into the performance measurement tool required by the Office for Victims of Crime (OVC). Supervising victim advocates, victim advocates and office assistants update the database each time contact is made with a victim and services have been provided. For each victim, the database contains their name, address, e-mail address, telephone number, date of birth and crime type and services provided. Any supervising victim advocate, victim advocate or office assistant that has contact with a victim will be able to immediately identify when and what type of previous contact has been made and what services have been provided to that victim. This information will be used for reporting performance measures for the grant. Supervising victim advocates



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can monitor the database at any time and can run reports. Caseloads are monitored throughout the grant year to assess needs and determine where advocates are needed; this enables us to focus on where our services are needed most, all of which are dependent upon the needs of victims.

The victim advocates will provide in-service trainings on cultural competency to the Bureau of Victim Services staff, the district attorney staff, law enforcement and community-based organizations. An outreach brochure was designed to raise awareness of the special victim service needs of the underserved population described and will continue to be distributed by the victim advocate assigned to the Arrowhead Regional Medical Center and the victim advocates in all district attorney offices to victims of crime and all law enforcement agencies, victim service provider agencies, colleges, county departments and at resource fairs.

Victim Advocates will provide in-service training on cultural competency pertaining to LGBTQ victims. One of the victim advocates assigned to the UV grant participated as a panel expert and shared a personal story during the County Pride training that was hosted by the County Department Diversity Committee. The said victim advocate has been a great resource for not only



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our staff but members of the community as well and will continue to participate as a panel expert when called upon.

The victim advocates have met with staff from Parents and Families of Lesbians and Gays (PFLAG), the Gay and Lesbian Center In Los Angeles, CSUSB LGBTQ Survivors center, University of Redlands Pride Center and the Foothill AIDS Project offices in San Bernardino, Claremont, and Hesperia. We are partnering with these agencies and have discussed how to provide services and outreach opportunities to our underserved populations, as well as training components for our staff. The victim advocates will continue to be trained in Cultural sensitivity which has proven to be effective in providing assistance in a compassionate manner to same sex domestic violence victims.

The District Attorney's Office Bureau of Victim Services pioneered an original approach for serving the unserved/underserved population by placing a victim advocate in the Arrowhead Regional Medical Center's emergency room (San Bernardino County's premier trauma center) that serves all cultures and ethnicities. All underserved populations including the LGBTQ community receive services at the Arrowhead Regional Medical Center. The Unserved/Underserved Victim Advocacy & Outreach Program will focus on service delivery to victims of violent crime within the unserved/underserved and socially isolated populations



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including, but not limited to, those historically underserved due to race, socio-economic status, disability or sexual orientation. Examples of targeted populations are high crime communities: communities of immigrants with limited English proficiency; Native Americans; persons with disabilities and/or deaf or hard-of-hearing; or members of LGBTQ populations. The specific needs of these groups, especially victims in the LGBTQ community, can be misunderstood by the community. There are cultural barriers and a lack of understanding of the LGBTQ culture in general, and consequently victims are not always treated with the proper levels of compassion, understanding or respect.

**FLORIDA ALARDÓN**  
 Director

**Marla Ayer**  
 Executive Secretary II

**ALFRED MOORE**  
 Assistant Chief



**BUREAU OF VICTIM SERVICES**  
**ORGANIZATIONAL CHART**  
 August 2021  
 Effective 8/28/2021



## Operational Agreement Summary

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA	
1. A Better Way (Victor Valley Domestic Violence Inc)	05/12/2021	07/01/21	to 12/31/24
2. Arrowhead Regional Medical Center	07/07/2021	07/01/21	to 12/31/24
3. Barstow Police Department	05/24/2021	07/01/21	to 12/31/24
4. California Highway Patrol	06/03/2021	07/01/21	to 12/31/24
5. Chino Police Department	05/19/2021	07/01/21	to 12/31/24
6. Colton Police Department	05/19/2021	07/01/21	to 12/31/24
7. Desert Sanctuary Inc.	05/19/2021	07/01/21	to 12/31/24
8. Domestic Violence Education (DOVES)	05/18/2021	07/01/21	to 12/31/24
9. Family Assistance Program	05/18/2021	07/01/21	to 12/31/24
10. Fontana Police Department	05/16/2021	07/01/21	to 12/31/24
11. Forgotten Children Inc		07/01/21	to 12/31/24
12. House of Ruth	05/19/2021	07/01/21	to 12/31/24
13. Indian Health		07/01/21	to 12/31/24
14. Montclair Police Department	05/17/2021	07/01/21	to 12/31/24
15. Ontario Police Department	05/25/2021	07/01/21	to 12/31/24
16. Option House Inc	05/17/2021	07/01/21	to 12/31/24
17. Project Sister Family Services	05/18/2021	07/01/21	to 12/31/24
18. Redlands Police Department	05/24/2021	07/01/21	to 12/31/24
19. Rialto Police Department	07/28/2021	07/01/21	to 12/31/24
20. San Bernardino County Children's Network	05/19/2021	07/01/21	to 12/31/24



## Operational Agreement Summary

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Subrecipient: San Bernardino County

Participating Agency/Organization/Individual	Date Signed	Time Frame of OA	
21. San Bernardino County Sheriff's Department	05/14/2021	07/01/21	to 12/31/24
22. Partners Against Violence	05/17/2021	07/01/21	to 12/31/24
23. San Bernardino County Children and Family Services	05/21/2021	07/01/21	to 12/31/24
24. San Bernardino Police Department	05/18/2021	07/01/21	to 12/31/24
25. Morongo Basin Unity Home	05/17/2021	07/01/21	to 12/31/24
26. Upland Police Department	05/18/2021	07/01/21	to 12/31/24
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40.			to



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Victor Valley Domestic Violence Inc.-A Better Way intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

### Roles

The San Bernardino County District Attorney's Office VW, UV and XC Programs will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Victor Valley Domestic Violence Inc.-A Better Way will coordinate the following services:

- Project staff of both agencies being readily available for service provision
- Meetings as needed to discuss common issues, clarify working relationships, enhance methods to ensure quality services, and identify additional services that could offer increased benefit to our mutual clients

**Victor Valley Domestic Violence Inc.-A Better Way will provide the following domestic violence services:**

- 24-hour crisis intervention, advocacy, outreach services, counseling, emergency and transitional shelter, and prevention education
- Domestic violence educational materials (poster, brochures, flyers) to be distributed to victims of domestic violence
- Training and technical assistance that will impact the quality of services in our communities
- Refer victim of domestic violence and their children for appropriate services
- Share information and serve as a resource to provide the best possible services to victims of domestic violence and their children

**Point of Contact**

Inger Robertson, Executive Director  
Victor Valley Domestic Violence Inc.-A Better Way  
P.O. Box 2825  
Victorville, CA. 92393  
760-955-8010

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.



Inger Robertson, Executive Director  
Victor Valley Domestic Violence Inc.-A Better Way

5/1/21  
Date



San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/1/21  
Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Arrowhead Regional Medical Center (ARMC) intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, recourse and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

### Roles

The San Bernardino County District Attorney's Office VW, UV and XC Programs will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expended to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Subject to and in compliance with all applicable laws, including, but not limited to the California Confidentiality of Medical Information Act and the Health Insurance Portability and Accountability Act, Arrowhead Regional Medical Center (ARMC) staff will coordinate and provide the following services:

- ARMC staff will refer victims of crime to the program advocate for services provided above
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

- Share information and serve as a resource to provide the best possible services to victims of crime

**Point of Contact**

**ARMC:** Stefania Helm, Social Work Manager  
 400 N. Pepper Ave.  
 Colton, CA. 92324  
 909-580-1080

**District Attorney:** Florida Alarcón, Chief of Victim Services  
 303 West 3<sup>rd</sup> Street  
 San Bernardino, CA 92415

**Compensation**

No compensation is associated with this Agreement.

**Term**

This Agreement will be effective beginning July 1, 2021 through December 31, 2024, or until earlier terminated pursuant to the terms of this Agreement, or otherwise modified by written consent of all involved parties.

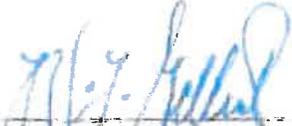
Either party may terminate this Agreement for any reason with 30 days written notice to the other party.

**Signatures**

This Agreement may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Agreement upon request.

**Approval**

We, the undersigned, have read and agree, on behalf of the respective agencies, with the terms of the Operational Agreement.

  
 \_\_\_\_\_  
 William Gilbert, Hospital Director  
 Arrowhead Regional Medical Center

7/7/21  
 \_\_\_\_\_  
 Date

San Bernardino County District Attorney's Office  
 District Attorney Jason Anderson

\_\_\_\_\_  
 Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Barstow Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

**Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

**Roles**

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Barstow Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Barstow Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

Point of Contact

Name: Chief Albert S. Ramirez, Jr.  
Address: 220 East Mountain View St. Suite B  
Barstow, CA 92311  
Phone Number: (760) 256-2211

Compensation

No compensation is associated with this Agreement.

Term

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

Approval

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
\_\_\_\_\_  
Barstow Police Department  
Chief Albert S. Ramirez, Jr.

05/24/21  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/21  
\_\_\_\_\_  
Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the California Highway Patrol intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

### Roles

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the California Highway Patrol:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The California Highway Patrol will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: Captain Tariq Johnson  
Address: 847 East Brier Drive  
San Bernardino, CA 92408  
Phone Number: (909) 808-2400

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

California Highway Patrol  
Chief Dan Minor

6/3/21

\_\_\_\_\_  
Date

San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

6/3/21

\_\_\_\_\_  
Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Chino Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

### Roles

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Chino Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Chino Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: Lt. B. Cauble  
Address: 5450 Guardian Way  
Post Office Box 667  
Chino, CA 91710  
Phone Number: (909) 334-3000

**Compensation**

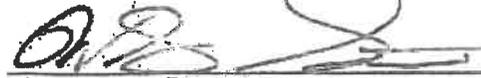
No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
Chino Police Department  
Chief Wes Simmons

5/19/21  
Date

  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/19/21  
Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Colton Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

**Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,289 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

**Roles**

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Colton Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Colton Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: Lt. Raymond Mendez  
Address: 650 N. La Cadena Drive  
Colton, CA 92324  
Phone Number: (909) 370-5000

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
\_\_\_\_\_  
Colton Police Department  
Chief Henry Dominguez

5/19/21  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/13/21  
\_\_\_\_\_  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Desert Sanctuary, Inc. intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

**Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.6 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

**Roles**

The San Bernardino County District Attorney's Office VW, UV and XC Programs will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Desert Sanctuary, Inc will coordinate the following services:

- Project staff of both agencies being readily available for service provision
- Meetings as needed to discuss common issues, clarify working relationships, enhance methods to ensure quality services, and identify additional services that could offer increased benefit to our mutual clients

**Desert Sanctuary, Inc will provide the following domestic violence services:**

- 24-hour crisis intervention, advocacy, outreach services, counseling, emergency and transitional shelter, and prevention education
- Domestic violence educational materials (poster, brochures, flyers) to be distributed to victims of domestic violence
- Training and technical assistance that will impact the quality of services in our communities
- Refer victim of domestic violence and their children for appropriate services
- Share information and serve as a resource to provide the best possible services to victims of domestic violence and their children

**Point of Contact**

Peggy Fries, Executive Director  
 Desert Sanctuary, Inc.  
 P.O. Box 1781  
 Barstow, CA. 92312  
 760-258-3733

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
 \_\_\_\_\_  
 Peggy Fries, Executive Director  
 Desert Sanctuary, Inc.

5/19/2021  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 San Bernardino County District Attorney's Office  
 District Attorney Jason Anderson

6/2/21  
 \_\_\_\_\_  
 Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Domestic Violence Education & Services-DOVES intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

### Roles

The San Bernardino County District Attorney's Office VW, UV and XC Programs will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Domestic Violence Education & Services-DOVES will coordinate the following services:

- Project staff of both agencies being readily available for service provision
- Meetings as needed to discuss common issues, clarify working relationships, enhance methods to ensure quality services, and identify additional services that could offer increased benefit to our mutual clients

**Domestic Violence Education & Services-DOVES will provide the following domestic violence services:**

- 24-hour crisis intervention, advocacy, outreach services, counseling, emergency and transitional shelter, and prevention education
- Domestic violence educational materials (poster, brochures, flyers) to be distributed to victims of domestic violence
- Training and technical assistance that will impact the quality of services in our communities
- Refer victim of domestic violence and their children for appropriate services
- Share information and serve as a resource to provide the best possible services to victims of domestic violence and their children

**Point of Contact:**

Helen Adams, Executive Director  
DOVES OF Big Bear Valley, Inc.  
P.O. Box 3646  
Big Bear Lake, CA. 92315  
909-866-1546

**Compensation**

No compensation is associated with this Agreement.

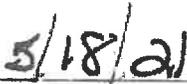
**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
Helen Adams, Executive Director  
Domestic Violence Education & Services-Doves

  
Date

  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Family Assistance Program intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

**Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

**Roles**

The San Bernardino County District Attorney's Office VW, UV and XC Programs will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Family Assistance Program will coordinate the following services:

- Project staff of both agencies being readily available for service provision
- Meetings as needed to discuss common issues, clarify working relationships, enhance methods to ensure quality services, and identify additional services that could offer increased benefit to our mutual clients

**Family Assistance Program will provide the following domestic violence services:**

- 24-hour crisis intervention, advocacy, outreach services, counseling, emergency and transitional shelter, and prevention education
- Domestic violence educational materials (poster, brochures, flyers) to be distributed to victims of domestic violence
- Training and technical assistance that will impact the quality of services in our communities
- Refer victim of domestic violence and their children for appropriate services
- Share information and serve as a resource to provide the best possible services to victims of domestic violence and their children

**Point of Contact**

Darryl Evey, Executive Director  
Family Assistance Program  
15075 7<sup>th</sup> Street  
Victorville, CA. 92395  
760-843-0701

**Compensation**

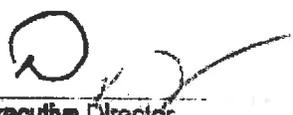
No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.



Darryl Evey, Executive Director  
Family Assistance Program

5/18/21

Date



San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/21/21

Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Fontana Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

### Roles

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Fontana Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Fontana Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: Lt. T. Dille  
Address: 17005 Upland Avenue  
Fontana, CA 92335  
Phone Number: (909) 370-5000

**Compensation**

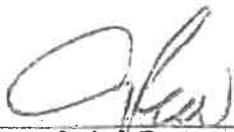
No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.



Fontana Police Department  
Chief William Green

5-16-21  
Date



San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/13/21  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and House of Ruth intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

**Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

**Roles**

The San Bernardino County District Attorney's Office VW, UV and XC Programs will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

House of Ruth will coordinate the following services:

- Project staff of both agencies being readily available for service provision
- Meetings as needed to discuss common issues, clarify working relationships, enhance methods to ensure quality services, and identify additional services that could offer increased benefit to our mutual clients

House of Ruth will provide the following domestic violence services:

- 24-hour crisis intervention, advocacy, outreach services, counseling, emergency and transitional shelter, and prevention education
- Domestic violence educational materials (poster, brochures, flyers) to be distributed to victims of domestic violence
- Training and technical assistance that will impact the quality of services in our communities
- Refer victim of domestic violence and their children for appropriate services
- Share information and serve as a resource to provide the best possible services to victims of domestic violence and their children

Point of Contact

Pat Bell, Executive Director  
House of Ruth  
P.O. Box 459  
Claremont, CA. 91711  
909-623-4364

Compensation

No compensation is associated with this Agreement.

Term

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

Approval

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
\_\_\_\_\_  
Pat Bell, Executive Director  
House of Ruth

5/19/2021  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/19/21  
\_\_\_\_\_  
Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Montclair Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resources and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

### Roles

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Montclair Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Montclair Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

Point of Contact

Name: Lt. B. Kumanski  
 Address: 4870 Arrow Highway  
 Montclair, CA 91763  
 Phone Number: (909) 879-7740  
 418-3605

Compensation

No compensation is associated with this Agreement.

Term

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

Approval

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
 \_\_\_\_\_  
 Montclair Police Department  
 Chief Robert Avels

5-17-21  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 San Bernardino County District Attorney's Office  
 District Attorney Jason Anderson

5/13/21  
 \_\_\_\_\_  
 Date



**County of San Bernardino**  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## **Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Ontario Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County-Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### **Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.6 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

### **Roles**

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Ontario Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Ontario Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: Lt. V. Carrillo  
Address: 2500 South Archibald Ave  
Ontario, CA 91781  
Phone Number: (909) 408-1849

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
\_\_\_\_\_  
Ontario Police Department  
Chief Michael Lorenz

5/25/21  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/28/21  
\_\_\_\_\_  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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## **Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Option House intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### **Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13895.6 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

### **Roles**

The San Bernardino County District Attorney's Office VW, UV and XC Programs will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Option House will coordinate the following services:

- Project staff of both agencies being readily available for service provision
- Meetings as needed to discuss common issues, clarify working relationships, enhance methods to ensure quality services, and identify additional services that could offer increased benefit to our mutual clients

**Option House will provide the following domestic violence services:**

- 24-hour crisis intervention, advocacy, outreach services, counseling, emergency and transitional shelter, and prevention education
- Domestic violence educational materials (poster, brochures, flyers) to be distributed to victims of domestic violence
- Training and technical assistance that will impact the quality of services in our communities
- Refer victim of domestic violence and their children for appropriate services
- Share information and serve as a resource to provide the best possible services to victims of domestic violence and their children

**Point of Contact**

Heather Stevning, Executive Director  
Option House  
813 North D Street, Suite A  
San Bernardino, CA. 92401  
909-383-1602

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
Heather Stevning, Executive Director  
Option House

5/17/2021  
Date

  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/12/21  
Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Project Sister Family Services intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.6 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

### Roles

The San Bernardino County District Attorney's Office VW, UV and XC Programs will coordinate and provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Project Sister Family Services will coordinate the following services:

- The Project Sister Family Services will refer to the San Bernardino County District Attorney's Office women and male survivors of sexual assault and abuse, child victims of child abuse to include neglect, sexual, physical and emotional abuse, domestic violence, school and community violence, hate crimes, child abduction, children whose lives are

victimized by parental substance abuse, high tech crimes against children to obtain information and assist with filing and filing the California Victim Compensation Board program application, explaining the procedure, obtaining required documentation and tracking information related to the claim

- The Project Sister Family Services will refer to the San Bernardino County District Attorney's Office women and male survivors of sexual assault and abuse, child victims of child abuse to include neglect, sexual, physical and emotional abuse, domestic violence, school and community violence, hate crimes, child abduction, children whose lives are victimized by parental substance abuse, high tech crimes against children for assisting them in understanding and participation in the criminal justice system/judicial proceedings as a result of a crime committed against the child
- The Project Sister Family Services will provide the following services to victims of sexual assault: 24-hour crisis intervention, advocacy and accompaniment to local hospitals, law enforcement interviews and legal proceedings, individual and group counseling, education and prevention programs to teach the community about the nature of sexual assault

**Point of Contact**

Julie Boynton, LCSW, Executive Director  
Project Sister Family Services  
P.O. Box 1369  
Pomona, CA. 91769  
909-623-1619, ext. 105

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
 Julie Boynton, LCSW  
 Project Sister Family Services  
 Executive Director

5-18-2021  
 \_\_\_\_\_  
 Date

  
 San Bernardino County District Attorney's Office  
 District Attorney Jason Anderson

5/18/21  
 \_\_\_\_\_  
 Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## **Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Redlands Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### **Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13895.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

### **Roles**

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Redlands Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Redlands Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

Point of Contact

Name: Rachel Tolber  
Address: 30 Cajon  
Post Office Box 1025  
Redlands, CA 92373  
Phone Number: (909) 798-7635

Compensation

No compensation is associated with this Agreement.

Term

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

Approval

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
\_\_\_\_\_  
Redlands Police Department  
Chief Christopher Catren

5/24/21  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/13/21  
\_\_\_\_\_  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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## **Operational Agreement**

**This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Rialto Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.**

**Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.**

### **Program Background**

**The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.6 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.**

**In fiscal year 2020, the VW and UV Programs provided services to 10,230 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.**

### **Roles**

**The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Rialto Police Department:**

- **Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases**
- **Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process**
- **Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance**
- **Provide training to staff on a regular basis and that said training will be expanded to include all components of the program**
- **Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases**
- **Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:**

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Rialto Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- o Coordination of services for victims of VW, UV and XC Program cases
- o Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- o Provide feedback and information to the program staff
- o As identified, provide training to the program staff on issues related to targeted victims.
- o Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- o Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: Sergeant James Mills  
Address: 128 North Willow Ave  
Rialto, CA 92376  
Phone Number: (909) 820-2550

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

W.P.K.  
Rialto Police Department  
Chief Mark P. King

7/20/21  
Date

San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

7/21/21  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the San Bernardino County Children's Network intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

**Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

**Roles**

The San Bernardino County District Attorney's Office VW, UV and XC Programs will coordinate and provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

The San Bernardino County Children's Network will coordinate the following services:

- The Children's Network staff will refer to the San Bernardino County District Attorney's Office child and adult victims of crime to obtain information and assist with completing and filing the California Victim Compensation Board program application, explaining the procedure, obtaining required documentation and tracking information related to the claim

- The Children's Network staff will refer to the San Bernardino County District Attorney's Office child and adult victims of crime for assisting them in understanding and participation in the criminal justice system/judicial proceedings
- Participation in meetings as needed to discuss interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases

**Point of Contact**

Janik Patel, Children's Network Officer  
 Children's Network  
 County of San Bernardino  
 825 E. Hospitality Ln., 2<sup>nd</sup> Floor  
 San Bernardino, CA. 92415  
 909-383-8677

**Compensation**

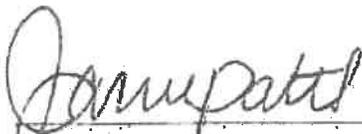
No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.



\_\_\_\_\_  
 Janik Patel, Children's Network Officer  
 San Bernardino County  
 Children's Network

5/19/2021

\_\_\_\_\_  
 Date



\_\_\_\_\_  
 San Bernardino County District Attorney's Office  
 District Attorney Jason Anderson

5/12/21

\_\_\_\_\_  
 Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Partners Against Violence/Crime Survivor Services intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

Roles

The San Bernardino County District Attorney's Office VW, UV and XC Programs will coordinate and provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Partners Against Violence/Crime Survivor Services will coordinate the following services:

- Refer victims to the San Bernardino County District Attorney's Office for the services provided above
- Refer to the San Bernardino County District Attorney's Office survivors of violent

crimes to obtain information and assist with completing and filing the California Victim Compensation Board program application, explaining the procedure, obtaining required documentation and tracking information related to the claim

- Refer to the San Bernardino County District Attorney's Office survivors of violent crimes to assist in understanding and participation in the criminal justice system/judicial proceedings
- Provide the following services to survivors of violent crimes: 24-hour crisis intervention hotline and on-site response, advocacy and accompaniment to local hospitals, law enforcement interviews and legal proceedings, individual and group counseling, education and prevention programs and community referrals

**Point of Contact**

Michele Cates, Executive Director  
Partners Against Violence/Crime Survivor Services  
444 N. Arrowhead Ave., Suite 101  
San Bernardino, CA. 92401  
909-865-8884

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approvals**

We, the undersigned, have read and agree with the terms of the Operational Agreement.



\_\_\_\_\_  
Michele Cates, Executive Director  
Partners Against Violence

5/17/2021  
\_\_\_\_\_  
Date



\_\_\_\_\_  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/17/2021  
\_\_\_\_\_  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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**Operational Agreement**

**This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the San Bernardino County Sheriff's Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC ) Program in San Bernardino County.**

**Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.**

**Program Background**

**The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.**

**In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.**

**Roles**

**The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the San Bernardino County Sheriff's Department:**

- **Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases**
- **Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process**
- **Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance**
- **Provide training to staff on a regular basis and that said training will be expanded to include all components of the program**
- **Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases**
- **Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:**

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The San Bernardino County Sheriff's Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: John Adee  
Address: 655 E. 3rd Street  
San Bernardino, CA 92415  
Phone Number: (909) 884-0156

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

San Bernardino County Sheriff's Department  
Sheriff John McMahon

Date

5/14/21

San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the San Bernardino County Children and Family Services intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

### Roles

The San Bernardino County District Attorney's Office VW, UV and XC Programs will coordinate and provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

The San Bernardino County Children and Family Services will coordinate the following services:

- The Children and Family Services staff will refer to the San Bernardino County District Attorney's Office child and adult victims of crime to obtain information and assist with completing and filing the California Victim Compensation Board program application, explaining the procedure, obtaining required documentation and tracking information related to the claim

- The Children and Family Services staff will refer to the San Bernardino County District Attorney's Office child and adult victims of crime for assisting them in understanding and participation in the criminal justice system/judicial proceedings
- Participation in meetings as needed to discuss interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases

**Point of Contact**

Marlene Hagen, Director  
 San Bernardino County  
 Children and Family Services  
 150 S. Lena Road  
 San Bernardino, Ca. 92415  
 909-388-0242

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.



Marlene Hagen, Director  
 San Bernardino County  
 Children and Family Services

5-21-21  
 \_\_\_\_\_  
 Date



San Bernardino County District Attorney's Office  
 District Attorney Jason Anderson

5/11/21  
 \_\_\_\_\_  
 Date



County of San Bernardino  
**Office of the District Attorney**  
JASON ANDERSON, District Attorney

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## Operational Agreement

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the San Bernardino Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

### Program Background

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

### Roles

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the San Bernardino Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The San Bernardino Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: Lt. T. Shank  
Address: 710 North D Street  
San Bernardino, CA 92401  
Phone Number: (909) 384-5646

**Compensation**

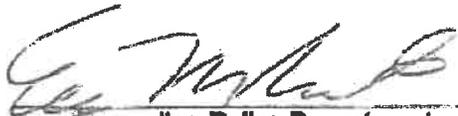
No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
\_\_\_\_\_  
San Bernardino Police Department  
Chief Eric McBride

5-18-21  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/13/21  
\_\_\_\_\_  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and Morongo Basin Unity Home intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and the County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

**Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13835.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

**Roles**

The San Bernardino County District Attorney's Office VW, UV and XC Programs will provide the following services:

- Coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support, and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases.

Morongo Basin Unity Home will coordinate the following services:

- Project staff of both agencies being readily available for service provision
- Meetings as needed to discuss common issues, clarify working relationships, enhance methods to ensure quality services, and identify additional services that could offer increased benefit to our mutual clients

**Morongo Basin Unity Home will provide the following domestic violence services:**

- 24-hour crisis intervention, advocacy, outreach services, counseling, emergency and transitional shelter, and prevention education
- Domestic violence educational materials (poster, brochures, flyers) to be distributed to victims of domestic violence
- Training and technical assistance that will impact the quality of services in our communities
- Refer victim of domestic violence and their children for appropriate services
- Share information and serve as a resource to provide the best possible services to victims of domestic violence and their children

**Point of Contact**

Susanna Barnett, Executive Director  
Morongo Basin Unity Home  
P.O. Box 986  
Yucca Valley, CA. 92286  
760-366-9663

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.



Susanna Barnett, Executive Director  
Morongo Basin Unity Home

5/17/21  
Date



San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/17/21  
Date



**County of San Bernardino**  
**Office of the District Attorney**  
**JASON ANDERSON, District Attorney**

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**Operational Agreement**

This Operational Agreement stands as evidence that the San Bernardino County District Attorney's Office and the Upland Police Department intend to work together toward the mutual goal of providing maximum available assistance for crime victims residing in San Bernardino County through the Victim/Witness (VW) Assistance Program, Unserved/Underserved (UV) Victim Advocacy and Outreach Program and County Victim Services (XC) Program in San Bernardino County.

Each participating agency believes that implementation of the VW, UV and XC Programs, as described herein, will further this goal. To this end, each agency agrees to participate in the program, if funded and implemented, by coordinating and providing services outlined herein.

**Program Background**

The District Attorney's VW, UV and XC Programs provide mandatory services under PC 13635.5 to victims of all crime types. The services include: crisis intervention, emergency assistance, resource and referral assistance, emotional support, victim of crime claim assistance, property return, orientation to the criminal justice system, court escort and support, case status/disposition, notification of family and friends, employer notification/intervention and restitution assistance. Presentations and training for criminal justice agencies and public presentations are also mandated services through this program.

In fiscal year 2020, the VW and UV Programs provided services to 10,239 victims of crime. We have advocate staff placed at all district attorney offices, Arrowhead Regional Medical Center, the Children's Assessment Center in San Bernardino and the Sheriff's Department Headquarters.

**Roles**

The San Bernardino County District Attorney's Office VW, UV Programs will closely coordinate the following services with the Upland Police Department:

- Program staff will coordinate services and provide referrals and emergency assistance to crime victims of VW, UV and XC Program cases
- Program staff will assist victims by providing the California Victim Compensation Board (Cal VCB) program application and assisting them through the application process
- Program staff will provide to crime victims an orientation to the criminal justice system, case status and disposition, court escort and court support and restitution assistance
- Provide training to staff on a regular basis and that said training will be expanded to include all components of the program
- Participation in meetings as needed to discuss issues of interagency coordination and information to ensure appropriate delivery of services for victims of VW, UV and XC Program cases
- Program staff will coordinate and collaborate on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events. Specific responsibilities include but are not limited to the following:

- o Program staff will coordinate services and provide emergency assistance and referrals to mass crime victims.
- o Program staff will participate in trainings in areas important to responding to mass crime victim casualty events.
- o Program staff will collaborate with partners to develop protocols and procedures for responding to mass casualty crime events.

The Upland Police Department will closely coordinate the following services with the San Bernardino County District Attorney's Office VW, UV and XC Programs:

- Coordination of services for victims of VW, UV and XC Program cases
- Provide and make available for use by program staff a county-wide network of law enforcement professionals in the area of victim services.
- Provide feedback and information to the program staff
- As identified, provide training to the program staff on issues related to targeted victims.
- Coordination and collaboration on planning, training and deployment of D.A. Bureau of Victim Services staff for mass crime victim events.
- Coordination of emergency services and referrals for mass crime victims.

**Point of Contact**

Name: Diana Vasquez  
Address: 1499 West 13th Street  
Upland, CA 91786  
Phone Number: (909) 948-7624

**Compensation**

No compensation is associated with this Agreement.

**Term**

This agreement will be effective beginning July 1, 2021 through December 31, 2024, or until otherwise modified by written consent of all involved parties.

**Approval**

We, the undersigned, have read and agree with the terms of the Operational Agreement.

  
\_\_\_\_\_  
Upland Police Department  
Chief Darren L. Goodman

5/19/21  
Date

  
\_\_\_\_\_  
San Bernardino County District Attorney's Office  
District Attorney Jason Anderson

5/13/21  
Date



### Out-of-State Travel Request

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

Traveler(s): Quiroz, C; Casada, M; and Lee, E.

Travel Dates: \_\_\_\_\_ to \_\_\_\_\_ Destination: NOVA Conference (TBD)

Purpose of Trip: To attend the NOVA Conference

- Conference/training not available in California - Attach brochures or registration information
- Victim advocacy
- Other - Attach any applicable documentation

**Justification:**

NOVA is the recognized leader in victim advocacy, education, and credentialing. It's important that our staff is up to date in the latest techniques for assisting those in need of services

**I hereby certify that the out of state travel is necessary for the accomplishment of the Grant Subaward.**

<u>Frieda Alarcon</u>	<u><i>Frieda Alarcon</i></u>	<u>10/28/2021</u>
Grant Subaward Director Name	Grant Subaward Director Signature	Date

**Cal OES Approval**

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>Blake Braboy</i></u>	<u>2/1/2022</u>
		Program Specialist Signature	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<u><i>CW Brown</i></u>	<u>2/1/22</u>
		Unit Chief Signature	Date



## Out-of-State Travel Request Cost Worksheet

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County District Attorney

### ESTIMATED COSTS FOR ALL TRAVELERS

Airfare:  $\frac{3}{\text{Travelers}} \times \frac{\$500}{\text{airfare}} = \$1500$

Rental Car:  $\frac{1}{\text{Car}} \times \frac{\$80}{\text{daily rate}} \times \frac{5}{\text{days}} = \$400$

Mileage:  $\frac{\$.56}{\text{Mileage rate}} \times \frac{61}{\text{miles}} = \$34.16$

Parking: = \$70

Ground Transportation (i.e., Taxi, Uber, Shuttle, etc.): = \$0

Lodging:  $\frac{3}{\text{Travelers}} \times \frac{\$120}{\text{daily rate}} \times \frac{5}{\text{days}} = \$1800$

Per Diem:  $\frac{3}{\text{Travelers}} \times \frac{\$62.1}{\text{daily rate}} \times \frac{4}{\text{days}} = \$745.2$

Other Costs:  

	Description:	Cost:
	Registration	= \$1964

	1875
Extra per diem dinner 1 day 3 advocates x \$29.81	89

**TOTAL COST NOT TO EXCEED: = \$6,513**

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

October 26, 2021

**FROM**

**JASON ANDERSON, District Attorney**

**SUBJECT**

Grant Application for the 2021-22 Unserved/Underserved Victim Advocacy and Outreach Program

**RECOMMENDATION(S)**

1. Approve submission of a grant application to the California Office of Emergency Services in the amount of \$228,334 for the San Bernardino County Unserved/Underserved Victim Advocacy and Outreach Program for the period of January 1, 2022 through December 31, 2022.
2. Adopt **Resolution No. 2021-182**, as required by California Office of Emergency Services, authorizing the District Attorney, on behalf of the Board of Supervisors, to sign and submit the grant application, including the Certificate of Assurance of Compliance, and any non-substantive amendments, subject to review by County Counsel.
3. Direct the District Attorney to transmit all grant application documents and amendments 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 and Stakeholders.**

**FINANCIAL IMPACT**

The grant funding request of \$228,334 for the San Bernardino County Unserved/Underserved Victim Advocacy and Outreach Program (UV Program) requires a local cash match of \$36,876. This match will be funded from the District Attorney's (Department) existing budget without the need for additional Discretionary General Funding (Net County Cost). The Grant and local match amount, which total \$265,210, will be used to fund the UV Program's staffing costs (one Victim Advocate I and two Victim Advocate IIs). Appropriation and revenue for this grant were included in the Department's 2021-22 budget and will be included in the 2022-23 recommended budget.

**BACKGROUND INFORMATION**

The Department provides services to victims of violent crime within the County's underserved population due to race, socio-economic status, disability, or sexual orientation. Target populations for these victim services include urban, high crime communities; communities of immigrants with limited English proficiency; American Indians; persons with disabilities and/or deaf or hard-of-hearing; and/or members of the Lesbian, Gay, Bisexual, and Transgender populations. Grant funds received from California Office of Emergency Services (Cal OES)

**Grant Application for the 2021-22 Unserved/Underserved Victim  
Advocacy and Outreach Program  
October 26, 2021**

have assisted the Department in providing services that immediately respond to the victim's emotional and physical needs (excluding medical care) such as accompaniment to medical examinations, hotline counseling, emergency food, clothing, transportation, shelter, and other emergency services that are intended to restore the victim's sense of dignity and self-esteem.

On September 17, 2021, Cal-OES announced its intention to release grant funds for the UV Program. The competitive application process is open to all qualifying agencies. If this application is successful, the Department will return to the Board of Supervisors (Board) for acceptance of the grant award in accordance with County policy. The Department has been receiving grant funds from Cal-OES annually for this program since 2010.

The Cal-OES Recipient 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, in fact, authorized to execute the document. Recipients 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 documents.

**PROCUREMENT**

The 2021 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 (Kathrine Hardy, Deputy County Counsel, 387-5455) on September 29, 2021; Finance (Carl Lofton, Finance Analyst, 387-5404) on October 1, 2021; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on October 1, 2021.

**Grant Application for the 2021-22 Unserved/Underserved Victim  
Advocacy and Outreach Program  
October 26, 2021**

Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY



DATED: October 26, 2021



cc: w/Resolution  
File - District Attorney w/attach  
CCM 10/27/2021

RESOLUTION NO. 2021-182

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF SAN BERNARDINO COUNTY, STATE OF CALIFORNIA, AUTHORIZING THE DISTRICT ATTORNEY TO SIGN AND SUBMIT TO THE CALIFORNIA OFFICE OF EMERGENCY SERVICES A GRANT APPLICATION AND ANY NON-SUBSTANTIVE GRANT APPLICATION AMENDMENTS NECESSARY FOR THE SAN BERNARDINO COUNTY UNSERVED/UNDERSERVED VICTIM ADVOCACY AND OUTREACH PROGRAM**

On Tuesday October 26, 2021, on motion of Supervisor Baca, Jr., duly seconded by Supervisor Cook and carried, the following resolution is adopted by the Board of Supervisors of San Bernardino County, State of California.

**WHEREAS**, the San Bernardino County District Attorney's Office desires to submit a grant application for the Unserved/Underserved Victim Advocacy and Outreach Program to the California Office of Emergency Services (hereafter referred to as Cal-OES)

**NOW, THEREFORE, BE IT RESOLVED** that the District Attorney of San Bernardino County is authorized to sign, and submit, on behalf of the Board of Supervisors, San Bernardino County, the Grant Application and any non-substantive Grant Application amendments necessary.

**IT IS AGREED** that any liability arising out of the submission and performance in connection with the Grant Application, including civil court action for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and Cal-OES disclaims responsibility for any such liability.

**BE IT FURTHER RESOLVED** that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

**PASSED AND ADOPTED** by the Board of Supervisors of San Bernardino County, State of California, by the following vote:

AYES: SUPERVISORS: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

NOES: SUPERVISORS: None

ABSENT: SUPERVISORS: None

\* \* \* \* \*

STATE OF CALIFORNIA            )  
  )        ss.  
SAN BERNARDINO COUNTY        )

I, **LYNNA MONELL**, Clerk of the Board of Supervisors of San Bernardino County, State of California, hereby certify the foregoing to be a full, true and correct copy of the record of the action taken by the Board of Supervisors, by vote of the members present, as the same appears in the Official Minutes of said Board at its meeting of October 26, 2021. #33, CCM

LYNNA MONELL  
Clerk of the Board of Supervisors

By \_\_\_\_\_  
Deputy





### Report of Expenditure Submission Change Request

Grant Subaward #: UV21 06 0360

Subrecipient: County of San Bernardino District Attorney

Requested Reporting Frequency:  Monthly  Quarterly

**Justification for Change:**

San Bernardino County is still responding to operational changes as a result of COVID-19. The County has requested that Departments continue the financial procedures implemented during COVID-19 to be as fiscally efficient as possible. Therefore, the Department requests to change from a quarterly reimbursement schedule to a monthly reimbursement schedule.

**I hereby certify that the Subrecipient will maintain the frequency for the duration of the Grant Subaward performance period.**

Flrida Alarcon  
Grant Subaward Director Name

*Flrida Alarcon*  
Grant Subaward Director Signature

10/21/2021  
Date

Claudia Walker  
Financial Officer Name

*Claudia Walker*  
Financial Officer Signature

10-13-21  
Date

**Cal OES Approval**

Approved  Denied

*Brandy Beck*  
Program Specialist Signature

1/7/22  
Date

Grants management system updated:

*Holli Giddens*  
Grants Processing Representative Signature

02/03/2022  
Date

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

**Subrecipient** San Bernardino County **Duns#** 073590812 **FIPS#** 071-00000  
**Disaster/Program Title:** UV Unserved/Underserved Victim Advocacy and Outreach Program  
**Performance Period:** 01/01/22 to 12/31/22 **Subaward Amount Requested:** \$ 228,334  
**Type of Non-Federal Entity (Check Box):**  State Gov.  Local Gov.  JPA  Non-Profit  Tribe

Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, grant manager is the individual who has primary responsibility for day-to-day administration of the grant, bookkeeper/accounting staff means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and organization refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	3-10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,200,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	Yes
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

**Certification:** *This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.*

**Signature: (Authorized Agent)** \_\_\_\_\_ **Date:** 10/13/22

**Print Name and Title:** Jason Anderson, District Attorney **Phone Number:** 909-382-3660

**Cal OES Staff Only:** SUBAWARD # UV21 06 0360



## Grant Subaward Service Area Information

Grant Subaward #: UV21 06 0360

Subrecipient: San Bernardino County

1. County or Counties Served:  
San Bernardino

County where principal office is located: San Bernardino

2. U.S. Congressional District(s) Served:  
25th, 26th, 41st, 42nd, and 43rd Districts

U.S. Congressional District where principal office is located: 43 District

3. State Assembly District(s) Served:  
32nd, 34th, 36th, 59th, 60th, 61st, 62nd, 63rd, and 65th Districts

State Assembly District where principal office is located: 62nd

4. State Senate District(s) Served:  
17th, 18th, 29th, 31st, and 32nd Districts

State Senate District where principal office is located: 32nd

5. Population of Service Area: 2,181,654