

AGENDA COVER MEMO

AGENDA DATE: November 12, 2003
TO: Board of County Commissioners
DEPARTMENT: Health & Human Services
PRESENTED BY: Rob Rockstroh



AGENDA TITLE: IN THE MATTER OF ACCEPTING A GRANT FROM THE FEDERAL DEPARTMENT OF JUSTICE, OFFICE ON VIOLENCE AGAINST WOMEN (OVW), IN THE AMOUNT OF \$499,997 FOR A PRE-TRIAL MONITORING PROGRAM FOR FAMILIES EXPERIENCING DOMESTIC VIOLENCE; INCREASING APPROPRIATIONS AND EXPENDITURES IN HEALTH AND HUMAN SERVICES (FUND 286) IN THE AMOUNT OF \$169,953 AND ESTABLISHING A 0.5 FTE OFFICE ASSISTANT POSITION IN THE DEPARTMENT OF HEALTH & HUMAN SERVICES.

I. MOTION

TO ACCEPT A GRANT FROM THE FEDERAL DEPARTMENT OF JUSTICE, OFFICE ON VIOLENCE AGAINST WOMEN (OVW), IN THE AMOUNT OF \$499,997 FOR A PRE-TRIAL MONITORING PROGRAM FOR FAMILIES EXPERIENCING DOMESTIC VIOLENCE; INCREASE APPROPRIATIONS AND EXPENDITURES IN HEALTH AND HUMAN SERVICES (FUND286) IN THE AMOUNT OF \$169,953 AND ESTABLISH A 0.5 FTE OFFICE ASSISTANT POSITION IN THE DEPARTMENT OF HEALTH & HUMAN SERVICES.

II. ISSUE OR PROBLEM

Lane County has received notice of a grant award from the Federal Office of Justice Programs, Office on Violence Against Women in the amount of \$499,997. This amount exceeds the signature authority of the county administrator. The grant also provides funding to establish a position in Lane County Parole and Probation. Therefore, the Board must act to accept the grant, establish the position and appropriate the funds.

III. DISCUSSION

A. Background / Analysis

From January 2002 to January 2003, the Victims Protection Pilot Project (VP3), funded by the Centers for Disease Control, provided funding for an existing

Parole/Probation Officer at Lane County Parole & Probation to spend half of their time monitoring domestic violence defendants prior to going to trial. Outcomes of the pilot project were:

- All 75 defendants served in the project appeared for scheduled court appearances;
- Only one warrant for one defendant was issued during the entire project;
- There were no complaints from victims of this group about defendant contact during the pre-trial period; and
- Several defendants voluntarily entered domestic violence intervention programs prior to trial.

When that grant ended, services were discontinued. However, the outcomes achieved by that pilot project contributed to the successful funding of a new grant proposal through the Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program (OJP Office on Violence Against Women). The board approved the grant application on February 15, 2003 (board order #03-1-15-10). Lane County received notice of this grant award for the period from September 1, 2003 through August 31, 2005 in the amount of \$499,997 on September 23, 2003.

The goal of the grant is to increase victim safety through intensive supervision of domestic violence defendants and offenders. The project will include 50 defendants/offenders at a time with an anticipated total of 300 defendants/offenders served over the two-year period. Partners in the grant are Lane County Parole and Probation, the Sheriff's Office, Circuit Court of Lane County, and Womenspace.

The two-year budget for the project is shown below. These budget categories are those supplied by the federal agency. The details regarding what is included are described in the sections following this table.

CATEGORY	BUDGET
Personnel	\$318,879
Travel	15,002
Supplies	30,005
Contractual	108,592
Other	3,936
Indirect	23,583
Total	\$499,997

The project funds 1.5 FTE Parole/Probation officers to work with domestic violence defendants at the pre-trial stage; monitor compliance with pre-trial release agreements; and supervise offenders who are convicted of a domestic violence offense. The pre-trial agreements usually include a condition for no

contact with the victim, no possession of weapons, and requirements regarding future court appearances. Funding is also included for a victim advocate through Womenspace, and for program evaluation.

The current P&P budget includes unfounded PO positions. The funding from this grant can be used to fund 1.5 of those positions. There is also funding designated to support a 0.5 FTE Community Service Worker (CSW) and 0.5 FTE Office Assistant (OA). The CSW will be responsible for program support, provide a cognitive restructuring group for defendants and offenders, and to coordinate information among the project partners. The OA is needed for compiling data, preparing reports and providing other support to Parole and Probation. Parole and Probation has decided to move forward to establish the OA position and to postpone establishing the CSW position at this time. The detail for annual staffing is shown below:

Position	FTE	Months	Total
Parole Officer II	1.5	7	\$37,467
Community Service Worker	0.5	7	11,138
Office Assistant II	0.5	7	10,192
Fringe (all positions)	2.5	7	36,673
Total			\$95,470

The victim services portion of the project will be funded at \$48,000 for two years. This amount includes \$23,438 annually for services to victims and \$562 annually for emergency shelter. Services to victims will include education and advocacy. There is also a provision for training for parole/probation officers, local law enforcement officers and court personnel. Shelter services will pay for 24 bed days over the two-year period. A competitive selection process was completed and Womenspace was identified as the sole respondent for these services. The size of the award is less than \$50,000. Therefore, the county administrator has the authority to sign the contract.

The grant requires travel and training for implementation of the project. There are two trips planned for the community corrections director and casework supervisor, and one trip for a team consisting of those two plus the parole/probation officers, community service worker, evaluator, domestic violence council coordinator, assistant district attorney and Womenspace director. This is a total of \$15,002 for the two-year period.

There is also a small amount of funding (\$18,296) available for evaluation of the project. The amount is split between two fiscal years with \$8,999 in the first year and \$9,297 in the second. Staff are in the process of selecting a provider for this service. The size of this award is also within the authority of the county administrator.

The budget that is presented in the federal format includes "Computer Support" and Sheriff's Office Work Crew Supervision in the category with contracts/consultants. The annual budgeted amount for these items are: \$12,768 for IS indirect and \$8,380 for the Sheriff's Office.

The balance of the funding is in materials and allowable indirect as determined by the federal agency. The overall budgeted amount that is to be appropriated for the remainder of FY 03/04 is shown below:

CATEGORY	AMOUNT
Personnel	\$58,797
Fringe Benefits	36,673
Travel	4,376
Supplies	10,252
Contracts/Consultants	37,887
Other (telephone)	1,148
Indirect (federal allowable 12.263%)	20,820
TOTAL	\$169,953

Services to be provided are supported by these dedicated grant funds, therefore, the \$169,953 must be appropriated.

Funding for the remaining grant period will be done through the County's regular budget process.

B. Alternatives / Options

1. To accept the grant award in the amount of \$499,997 from the federal Department of Justice for the Pre-Trial Monitoring Program for Families Experiencing Domestic Violence, appropriate \$169,953 in revenue and expense to support the project for the 2003-04 fiscal year and establish the half-time office assistant position. Establishing this project will provide an intervention for 300 or more individuals over a two-year period that has been proven effective at enhancing victim safety and offender accountability.
2. Not to accept the motion.

C. Recommendation

To approve number one above.

D. Timing

The date of this grant award is September 1, 2003. Lane County received a delayed notice of the award because it was misdirected at the federal level. Consequently, we are getting a late start in implementation of the project. Therefore, timely action by the board is necessary to maximize the opportunity of providing services to families involved in domestic violence.

IV. IMPLEMENTATION

Upon action by the Board, the grant award will be processed for signature, the funds will be appropriated, the subcontracts will be written and the department will begin ~~the procedure to fill the Parole/Probation Officer and Office Assistant positions.~~

V. ATTACHMENTS

Board Order
Notice of Grant Award

I:\Admin \CCAPSC \ Board Orders \ Violence against women award 2003-04 bo.doc

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER:) IN THE MATTER OF ACCEPTING A GRANT FROM THE FEDERAL
) DEPARTMENT OF JUSTICE, OFFICE ON VIOLENCE AGAINST WOMEN
) (OVW), IN THE AMOUNT OF \$499,997 FOR A PRE-TRIAL MONITORING
) PROGRAM FOR FAMILIES EXPERIENCING DOMESTIC VIOLENCE;
) INCREASING APPROPRIATIONS AND EXPENDITURES IN HEALTH AND
) HUMAN SERVICES (FUND 286) IN THE AMOUNT OF \$169,953 AND
) ESTABLISHING A 0.5 FTE OFFICE ASSISTANT POSITION IN THE
) DEPARTMENT OF HEALTH & HUMAN SERVICES.

WHEREAS, Lane County has received notice of award of a grant from the federal Department of Justice, Office on Violence Against Women in the amount of \$499,997 to provide a Pre-Trial Monitoring Program for domestic violence defendants; and

WHEREAS, the amount of this award exceeds the signature authority of the county administrator; and

WHEREAS, Lane Manual Chapter 21 sets forth policy regarding signature authority of the county administrator; and

WHEREAS, the program will require an additional \$169,953 in revenues and expenses for the 2003-04 fiscal year; and

WHEREAS, the cost for seven months of a 0.5 full-time equivalent office assistant II staff is \$10,192 and funding exists in the grant to support this position for two fiscal years; and

WHEREAS, establishing an additional 0.5 FTE office assistant staff position will allow the program to adequately meet the reporting requirements of the grant and provide necessary clerical support for the program.

NOW THEREFORE, IT IS HEREBY ORDERED, that the Board of County Commissioners accept the grant award of \$499,997 from the federal Department of Justice, Office on Violence Against Women for the period from September 1, 2003 through August 31, 2005; and

IT IS FURTHER ORDERED that the Board of County Commissioners authorize the County Administrator to sign for acceptance of the grant award; and

IT IS FURTHER ORDERED, that the Board of County Commissioners establish an additional 0.5 FTE office assistant staff in the Department of Health and Human Services; and

IT IS FURTHER RESOLVED AND ORDERED, that the Board of County Commissioners increase the fiscal year 2003-04 appropriations in revenues and expenditures for the Department of Health and Human Services by the appropriation of \$169,953 in revenues and expenditures in Fund 286.

DATED this ____ day of November 2003.

APPROVED AS TO FORM

Date 10/31/03 Jane county
J. Aidan
OFFICE OF LEGAL COUNSEL

Peter Sorenson, Chair
Lane County Board Of Commissioners



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

**Office on Violence
Against Women**

Grant

PAGE 1 OF 3

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Lane County 125 East 8th Avenue Eugene, OR 97401-2922		4. AWARD NUMBER: 2003-WE-BX-0080	
		5. PROJECT PERIOD: FROM 09/01/2003 TO 08/31/2005 BUDGET PERIOD: FROM 09/01/2003 TO 08/31/2005	
		6. AWARD DATE 09/23/2003	7. ACTION
1A. GRANTEE IRS/VENDOR NO. 936002314	8. SUPPLEMENT NUMBER		Initial
		9. PREVIOUS AWARD AMOUNT	\$ 0
3. PROJECT TITLE FY 2003 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program		10. AMOUNT OF THIS AWARD \$ 499,997	
		11. TOTAL AWARD \$ 499,997	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED 2 PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under Title I of the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. 3701, ET. SEQ., as amended.			
15. METHOD OF PAYMENT PAPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OJP OFFICIAL Diane M. Stuart Acting Director, Office on Violence Against Women		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL William A. VanVector County Administrator	
17. SIGNATURE OF APPROVING OJP OFFICIAL <i>Diane M. Stuart</i>		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B W4 29 00 00 499997		21. W403D00070	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
**Office on Violence
Against Women**

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 3

PROJECT NUMBER 2003-WE-BX-0080

AWARD DATE 09/23/2003

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, as further described in the current edition of the OJP Financial Guide, Chapter 19.
4. The grantee agrees to comply with all relevant statutory and regulatory requirements including, but not limited to, the Violence Against Women Act of 1994, P. L. 103-322, the Violence Against Women Act of 2000, P. L. 106-386, the Safe Streets Act, 42 U.S.C 3711 et seq., and STOP Violence Against Women Formula and Discretionary Grants Program Final Rule, 28 CFR Part 90.
5. The grantee agrees to submit one copy of all reports and proposed publications resulting from this agreement twenty (20) days prior to public release for OVW review and approval. Any publications (written, visual, or sound), whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. _____ awarded by the Office on Violence Against Women, Office of Justice Programs, U.S. Department of Justice. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." (NOTE: This excludes press releases, newsletters, and issue analyses.)
6. Approval of this award does not indicate approval of any consultant rate in excess of \$450 per day. A detailed justification must be submitted to and approved by the OVW Director prior to obligation or expenditure of such funds.
7. The grantee will provide the Office on Violence Against Women (OVW) with the agenda for any training seminars, workshops, or conferences not sponsored by OVW that project staff propose to attend using grant funds. The grantee must receive prior approval from OVW before using OVW grant funds to attend any training, workshops, or conferences not sponsored by OVW.
8. The recipient agrees to submit quarterly financial reports on Standard Form SF 269A. These reports will be submitted within 45 days after the end of the calendar quarter, and a final report is due 120 days following the end of the award period. The reports shall be submitted to the Office of Justice Programs, Office of the Comptroller, Attn: Control Desk, Room 5303, 810 7th Street, N.W., Washington, D.C. 20531.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Office on Violence
Against Women

AWARD CONTINUATION
SHEET
Grant

PAGE 3 OF 3

PROJECT NUMBER 2003-WE-BX-0080

AWARD DATE 09/23/2003

SPECIAL CONDITIONS

9. (a) The grantee agrees to submit semiannual progress reports that describe project activities during the reporting period. Progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1-June 30 and July 1 - December 31 for the life of the award. Future awards and fund drawdowns will be withheld if the progress reports are delinquent. Two copies of the report should be submitted to the Office of Justice Programs Office of the Comptroller, Attn: Control Desk, Room 5303, 810 7th Street, NW, Washington, DC 20531. (b) A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 120 days after the end of the award. Future awards and fund drawdowns will be withheld if the final report is delinquent. The report should be submitted to the Office of Justice Programs Office of the Comptroller, Attn: Control Desk, Room 5303, 810 7th Street, NW, Washington, DC 20531.
10. The grantee shall include in each progress report that it submits to the Office on Violence Against Women the cumulative number of persons that have received services through the project, detailing the nature of victimization (domestic violence, sexual assault, and/or stalking), for what kind of case the person received services, as well as the number of those persons that received services during each respective reporting period, the number of persons who were refused services and the reason for the refusal of services. Additionally, where applicable, the grantee shall detail project attorney's and/or advocate's caseload.
11. The grantee agrees that grant funds will not support activities that may compromise victim safety, such as: pre-trial diversion programs or the placement of offenders charged with crimes of domestic violence in such programs; mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims of domestic violence; forcing the victims to testify against their abusers; or the placement of perpetrators of domestic violence in anger management programs.
12. The grantee agrees to submit for OVW review and approval any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding, and if applicable, the Internal Memorandum of Agreement.
13. The grantee agrees to allocate project funds as designated by the Office on Violence Against Women for allowable costs to participate in OVW-sponsored technical assistance. Funds designated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval of OVW. Technical assistance includes, but is not limited to, peer-to-peer consultations, focus groups, mentoring site visits, conferences and workshops conducted by OVW-designated technical assistance providers or OVW-designated consultants and contractors.
14. In accordance with the Government Performance and Results Act (GPRA), Public Law 103-62, which addresses the collection and reporting of performance measurement data, and the program effectiveness initiatives of OVW, the grantee agrees to report to OVW, in its progress reports, information pertaining to the outcomes or benefits of grant funded activities, including increased skills, new knowledge, and changed attitudes or values. The information must be valid and auditable. Grantees may also be asked to report the numbers of persons served and the types of services provided, and the number of persons seeking services who could not be served (e.g. the number of arrests, 911 calls, recidivism rates, protection orders, etc.). Data will be collected annually from grantees through standardized reporting mechanisms (e.g. an annual survey and interviews with grantee agencies). Finally, the grantee agrees to cooperate with OVW and the National Institute of Justice on officially-sponsored initiatives to measure the effectiveness of their programs.



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Office on Violence
Against Women

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

Grant

PROJECT NUMBER

2003-WE-BX-0080

PAGE 1 OF 1

This project is supported under Title I of the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. 3701, ET. SEQ., as amended.

1. STAFF CONTACT (Name & telephone number)

Susan L. Williams
(202) 616-3851

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

Joan Copperwheat
Casework Supervisor
125 East 8th Avenue
Eugene, OR 97401-2922
(541) 682-3058

3a. TITLE OF THE PROGRAM

FY 2003 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

**3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)**

4. TITLE OF PROJECT

FY 2003 Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

5. NAME & ADDRESS OF GRANTEE

Lane County
125 East 8th Avenue
Eugene, OR 97401-2922

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 09/01/2003 TO: 08/31/2005

8. BUDGET PERIOD

FROM: 09/01/2003 TO: 08/31/2005

9. AMOUNT OF AWARD

\$ 499,997

10. DATE OF AWARD

09/23/2003

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

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

The Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program (Arrest) implements certain provisions of the Violence Against Women Act, which was enacted in September 1994 as Title IV of the Violent Crime Control and Law Enforcement Act of 1994 and reauthorized in the Violence Against Women Act of 2000. The program enhances victim safety and offender accountability in cases of domestic violence and dating violence by encouraging jurisdictions to implement mandatory and pro-arrest policies as an effective domestic violence intervention that is part of a coordinated community response. An integral component of Arrest Program initiatives is the creation and enhancement of collaborative partnerships between criminal justice agencies, victim services providers, and community organizations which respond to domestic violence.

Lane County will build upon the Victim Protection Pilot Project, initiated in 2002 to enhance the enforcement of pre-trial release agreements between the courts and domestic violence criminal defendants. With this initial Arrest award, Lane County will administer a two-year program, services, and evaluation initiative designed to promote victim safety through enforcement of protective orders and intensive supervision of domestic violence defendants and offenders. The project will focus on the enforcement of pre-trial protection orders through mandated sanctioning and intervention.

With grant funding, a full-time and a part-time parole officer will be dedicated to the Pre-trial Monitoring Program for domestic violence defendants and provide intensive supervision of convicted offenders. A part-time community service worker will provide program support and coordinate information sharing with partners. A part-time office assistant will prepare reports and provide other support to the unit. Grant funds will also be used to support additional victim services, and to provide domestic violence training for parole/probation, local law enforcement officers, and court personnel. Finally, an evaluation will be conducted to measure the effectiveness of the project. The project will be implemented by Lane County Health & Human Services Department, Community Corrections Division, in collaboration with the State of Oregon Administrative Office of the Courts, and Womenspace, a community-based organization providing a range of services to victims of domestic violence.

CA/NCF