



MICHAEL N. FEUER
CITY ATTORNEY

To: The Honorable Eric Garcetti
Mayor of Los Angeles
City Hall
Los Angeles, CA 90012
Attention: Cary Gross

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

From: Leela Kapur, Chief of Staff *LF*

Date: May 23, 2019

Re: Underserved Victim Advocacy & Outreach Program (UVAOP) Grant for
Fiscal Year 2018-2019 (Continuation of Funding, Council File No. 11-0255)

Transmitted herewith for Mayor and City Council consideration is grant funding totaling \$175,000 awarded by the California Office of Emergency Services, which is the pass through agency for federal Victims of Crime Act funds. Now in its third year of a five year grant cycle, this award will provide reimbursable funding for contract personnel from October 1, 2018 through September 30, 2019 to continue providing crime victim support services for lesbian, gay, bisexual, and transgender (LGBT) residents in the City of Los Angeles, who experience unique challenges related to social issues, discrimination, and violence.

UVAOP assists LGBT victims of all types of crime to assist them to recover from psychological, emotional, and out-of-pocket financial losses incurred as a result of crime. This includes orienting LGBT victims to the criminal justice system and supporting them throughout the court process.

During the past year (July 2017 – June 2018), staff served **246** new LGBT crime victims, through the following services: **203** assists with filing for California Victim Compensation Board applications, of which **70** applications were filed; **6** crisis counseling/intervention; **25** criminal justice support/advocacy; and **282** follow-ups and information referral to resources. Additionally, UVAOP staff documented at least **31** outreach/educational presentations conducted towards raising awareness regarding direct services to unserved/underserved victims, distributed **2,913** brochures, and conducted **65.5** hours of training. The UVAOP program met its Year Two program goal of serving **158** new LGBT crime victims.

The goals for Year Three include a 5% increase in the number of LGBT victims served from 158 to 166; the recruiting, training, and supervising six new student interns/volunteers; implementing an outreach campaign to raise awareness regarding victim services available to the LGBT community; and distributing 450 LGBT specific brochures/mini-outreach cards,

cc: Richard Llewellyn, CAO
Sharon Lee, CAO
Derek Tennell

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

Grant Name: Underserved Victim Advocacy and Outreach		Additional Costs**			Department:	
Grant Project Breakdown	Grant Funds	City Funds	Non-City Funds	Total		Comments
Salaries						
1010 Salaries General				-		
1020 Salaries Grant Reimbursed				-		
Other Volunteer Hours			9,625	9,625		volunteer hours @ \$15//hr
1090 Overtime				-		
Salaries Total:	\$ -	\$ -	\$ 9,625	\$ 9,625		
Related Costs*						
	CAP Rate					
Fringe Benefits	46.12%			-		-
Department Administration	23.44%			-		-
Central Services	12.55%			-		-
Related Costs Total:	\$ -	\$ 0	\$ 0	\$ 0		
Expense						
2120 Printing & Binding				-		
2130 Travel & Training	3,000			3,000		
3040 Contractual Services	168,480			168,480		
3310 Transportation				-		
4160 Governmental Meetings				-		
6010 Office Supplies	2,320			2,320		
6020 Operating Supplies				-		
7300 Equipment				-		
Other Emergency Fund	1,200			1,200		
				-		
				-		
Expenses Total:	\$ 175,000	\$ -	\$ -	\$ 175,000		
Grand Total:	\$ 175,000	\$ -	\$ 9,625	\$ 184,625		
*Please use the full Cost Allocation Plan (CAP) rates unless disallowed by the Grantor. CAP rates should be applied to Gross Salaries (including Compensated Time Off.)						
**Other sources of funding. Please indicate whether these funds are part of a match requirement and whether they are already provided or new funding is required.						



City of Los Angeles
Grant Award Notification and Acceptance

Recipient Department			
This Grant Award is: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation/Renewal <input type="checkbox"/> Supplemental <input type="checkbox"/> Suballocation			
Grants Coordinator:	Janette Flinfot	E-Mail: janette.flintoft@lacity.org	Phone: 310-570-068
Project Manager:	Derek Tennell	E-Mail: derek.tennell@lacity.org	Phone: 213-978-4518
Department/Bureau/Agency:	City Attorney		Date: 5/23/2019

Grant Information			
Name of Grantor:		Pass Through Agency:	
Victims of Crima Act Funds		Cal OES	
Grant Program Title:		Notification of Award Date:	
2018-19 Unserved/Underserved Victim Advocacy and Outreach (UV) Program		10/01/2018	
Funding Source (Public / State)	Grant Type:	Funds Disbursement:	Agency's Grant ID:
	Non-Competitive/Formula	Reimbursement	CFDA#: 11-0255
			Other ID#:
			eCivis ID#:
Match Requirement:	Yes	Amount:	\$9,625.00 %Match
Match Type:	In-Kind	Identify Source of Match:	
Fiscal Information:	Awarded Funds:	Match/In-Kind Funds:	Additional/Leverage Funds:
	\$175,000.00	\$9,625.00	Total Project Budget: \$184,625.00

Approved Grant Budget Summary				
Category	Awarded	Match	Additional	Explanation
Personnel				
Volunteer Hours	0	\$9,625.00		(In-Kind)
Materials/Supplies				
Office Supplies	\$2,320.00	\$0.00		Office Supplies
Travel				
Travel & Training	\$3,000.00	\$0.00		Travel & Training
Contractual Services				
Victim Advocates	\$168,480.00	\$0.00		Victim Advocates
Other				
Emergency Fund	\$1,200.00	\$0.00		Emergency Fund
Total	\$ 175,000.00	\$9,625.00		

Approved Project	
Descriptive Title of Funded Project: Unserved/Underserved Victim Advocacy & Outreach (UVAOP)	
Performance Period Start/End Dates (Month/Day/Year):	
Start: 10/01/2018	End: 09/30/2019
Citywide: Yes	
Affected Council District(s): All	
Affected Congressional District(s):	
Purpose: To provide victim assistance services to the LGBT community throughout Los Angeles.	
Identify Internal Partners (City Dept/Bureau/Agency): LAPD	
Identify External Partners: community based non-profits	

Summary
Please provide a project summary including goals, objectives (metrics), specific outcomes, and briefly describe the activities that will be used to achieve these goals. You may attach an additional sheet of paper if necessary.
Grant funding will enable continuing crime victim support services for lesbian, gay, bisexual, and transgender (LGBT) residents in the City of Los Angeles, who experience unique challenges related to social issues, discrimination, and violence. This is Year Three of a five year grant cycle.

Recommendations

Please provide a complete list of necessary actions for implementation, including acceptance of the award by the City, Controller instructions for fund and accounts set-up, coordination of project activities (such as contract and position authorities).

1. APPROVE the Underserved Victim Advocacy & Outreach award and authorize the City Attorney or his designee to execute the grant award between the City and Cal OES for the period of October 1, 2018 to September 30, 2019, subject to City Attorney review and approval as to form.
2. AUTHORIZE the City Attorney or designee to accept the grant award in the amount of \$175,000 for funding the UVAOP for the period of October 1, 2018 to September 30, 2019.
3. AUTHORIZE the Controller to:
 - a. Establish a receivable for this program in the amount of \$175,000 from the California Office of Emergency Services (Cal OES);
 - b. Establish the appropriation account within Fund No. 368 as follows:

Account Title	Amount	
12R401 UVAOP Grant Program	\$175,000.	4.
4. AUTHORIZE the City Administrative Officer, or designee, to approve the Certificate of Assurance of Compliance
5. AUTHORIZE the City Attorney or designee to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer; and, AUTHORIZE the Controller to implement the instructions.

Fiscal Impact Statement

Please describe how the acceptance of this grant will impact the General Fund. Provide details on any additional funding that may be required to implement the project/program funded by this grant.

There is no General Fund impact to accept this award. The total cost FY 2018-19 is \$184,625, of which \$175,000 will be reimbursed by Cal OES. The remaining balance will be satisfied through in kind volunteer hours totalling \$9,625 to meet the state's required match (for which the City successfully secured a reduction from 20% to 5.213%).

Acceptance Packet

The above named Department has received an award for the Grant Program identified above, accepts full responsibility for the coordination and management of all Grant funds awarded to the City, and will adhere to any policies, procedures and compliance requirements set forth by the Grantor and its related agencies or agents, as well as those of the City, and its financial and administrative departments. The following items comprise the Acceptance Packet and are attached for review by the CAO Grants Oversight Unit:

<input type="checkbox"/> Grant Award Notification and Acceptance	<input type="checkbox"/> Copy of Award Notice
<input checked="" type="checkbox"/> Grant Project Cost Breakdown (Excel Document)	<input type="checkbox"/> Copy of Grant Agreement (if applicable)
<input checked="" type="checkbox"/> Detail of Positions and Salary Costs (Excel Document)	<input checked="" type="checkbox"/> Additional Documents (if applicable)
Department Head Name: _____	Department Head Signature: _____ Date: _____

For CAO Use Only

The Office of the City Administrative Officer, Grants Oversight Unit has reviewed the information as requested, and has determined that the Acceptance Packet is:

- Complete The Acceptance Packet has been forwarded to appropriate CAO analyst
- Returned to Department (Additional information/documentation has been requested.)
- Flagged (See comments below.)

Comments:

CAO Grants Oversight Unit Signature: _____ Date: _____