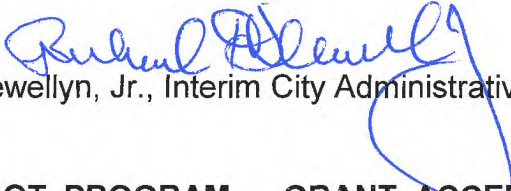


CITY OF LOS ANGELES  
INTER-DEPARTMENTAL CORRESPONDENCE

0150-03892-0080

Date: April 26, 2017

To: The Mayor  
The CouncilAttn: Mandy Morales, Mayor's Office  
John White, City Clerk's OfficeFrom:  Richard H. Llewellyn, Jr., Interim City Administrative OfficerSubject: **GRANTS PILOT PROGRAM – GRANT ACCEPTANCE PACKET FOR THE CALIFORNIA OFFICE OF EMERGENCY SERVICES AGENCY (CAL OES), 2017-18 UNDERSERVED VICTIM ADVOCACY AND OUTREACH (UVAO) PROGRAM GRANT PROGRAM YEAR TWO**

Attached is the Grant Acceptance Packet for the California Office of Emergency Services (Cal OES), 2017-18 Underserved Victim Advocacy and Outreach (UVAO) Program – Year Two sub-award in the amount of \$262,500 received by the City Attorney's Office. Funding is provided from the Victims of Crime Act (VOCA), which is passed through Cal OES. The sub-award to the City will allow the City Attorney's Office to provide crime victim support services to lesbian, gay, bisexual and transgender (LGBT) City residents who experience unique challenges to social issues, discrimination and violence. The performance period is April 1, 2017 through September 30, 2018. As a participant in the Grants Pilot Program, this department submitted the packet for review and analysis by the CAO Grants Oversight Unit and the appropriate CAO Analyst.

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

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

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

Attachments

RHL:ACA:CLF:04170093c

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

<b>Recipient City Department:</b> Office of the City Attorney		<b>Award Notification Date:</b> March 2017	
<b>Grant Award Title:</b> Underserved Victim Advocacy and Outreach Program		<b>Grant Amount:</b> \$262,500 <b>Prior Grant Award(s):</b> \$175,000	
<b>Awarding Agency:</b> California Office of Emergency Services			
<b>Grant Agreement Number/Reference:</b>		<b>Performance Start Date:</b> April 1, 2017	<b>Performance End Date:</b> September 30, 2018
<b>Purpose:</b> The City Attorney's Office is requesting authority to accept \$262,500 in funding for the second year of a five-year grant funding cycle under the Underserved Victim Advocacy and Outreach Program (UVAOP). Grant funding is provided from the Victims of Crime Act (VOCA), which is passed through the California Office of Emergency Services (CalOES). The grant period for Year Two of the grant cycle is from April 1, 2017 through September 30, 2018. Grant funding will provide 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.			

<b>Checklist for Grant Acceptance:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
<b>1. Authority for Grant Acceptance</b>				
• Department requests acceptance of the Grant	X			( ) Terms/Conditions outlined in Award Notice/Grantor Agreement
<b>2. Match Requirement Review</b>				
• Match Sources Identification completed	X			( ) Obtain match requirements from Award Notice/Grantor Agreement
• Additional Funds requested			X	( ) Submit to CAO for review
<b>3. Charter Section 1022 Determination</b>				
• Charter Section 1022 findings completed			X	( ) Submit to CAO for review and determination
<b>4. Provisions for Grant-Funded Contracts</b>				
• Standard and Grantor Provisions or equivalent language is included			X	( ) Incorporate Provisions or Language into proposed agreement
• Pro Forma Agreement RFP <input type="checkbox"/> MOU <input type="checkbox"/> PSA <input type="checkbox"/>			X	( ) Submit to City Attorney for review and approval; copy to CAO
<b>5. Personnel Authorities</b>				
• Department has submitted a request for position(s)		X		( ) Review documents and make determination
<b>6. Grant Implementation Recommendations</b>				
• Department has submitted grant implementation instructions	X			( ) Submit to CAO for review
<b>7. Controller Instructions for Fund/Accounts Set-Up</b>				
• Department has requested Funds/Accounts Set-up	X			
<b>8. Governing Body Resolution/Certification</b>				
• Department has submitted Resolution/Certification			X	( ) Submit to CAO and City Attorney for review
<b>9. Fiscal Impact Analysis</b>				
• Department has submitted Fiscal Impact Statement	X			( ) Submit to CAO for review and determination

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

**10. Grant Award Summary**

The Office of the City Attorney requests authority to accept \$262,500 in the second year of a five-year grant funding cycle under the Underserved Victim Advocacy and Outreach Program (UVAOP). These funds originate from the Victims of Crime Act (VOCA) and pass through the California Office of Emergency Services (CalOES). The UVAO program provides services to victims of crime in the underserved lesbian, gay, bisexual, and transgender (LGBT) community, with the goal of assisting victims in recovering from the psychological, emotional, and out-of-pocket financial losses incurred as a result of the crime, as well as increasing the victims' involvement in the criminal justice system.

The total cost of the program is \$328,125, of which \$262,500 will be reimbursed to the City as follows: \$243,360 in salaries for three contracted temporary full-time Witness Service Coordinators; \$7,443 in travel; \$5,849 in office and administrative expenses; and \$5,848 in emergency funds for victims. \$65,625 reflects the City's requirement to provide an in-kind match contribution in the form of community volunteers using State-accepted standard rates, which will be satisfied through UVAOP volunteer hours. There is no General Fund impact in accepting this award.

**11. Recommendations**

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

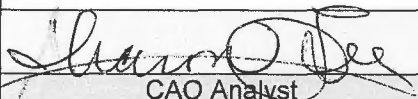
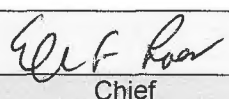
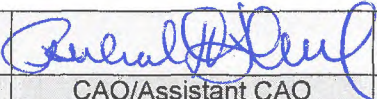
That the Council, subject to the approval of the Mayor:

1. Approve and authorize the City Attorney, or his designee, to accept and execute the Underserved Victim Advocacy and Outreach Program grant award between the City of Los Angeles and the California Office of Emergency Services in the amount of \$262,500 for the period of April 1, 2017 through September 30, 2018, subject to the approval of the City Attorney as to form;
2. Authorize the Controller to :
  - a. Establish a receivable in the amount of \$262,500 within Fund 368, Department 12;
  - b. Establish a new appropriation account within Fund 368 as follows:  
 Account 12N401 - FY 17-18 UVAOP Grant Program - \$262,500
3. Authorize the City Administrative Officer, or his designee, to approve the Certification of Assurance of Compliance; and,
4. Authorize the City Attorney 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.

**12. Fiscal Impact Statement**

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

The total cost of the Underserved Victim Advocacy and Outreach Program is \$328,125, of which \$262,500 will be reimbursed by the California Office of Emergency Services for salaries, fringe benefits and expenses. There is no General Fund impact to accept this award.

 CAO Analyst	 Chief	 CAO/Assistant CAO	4/24/17 Date
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