



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

<b>Fiscal Years</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Capital Expenditures	0				
Operating Costs	\$10,200				
External Revenues	(\$10,200)				
Program Income (County)					
In-Kind Match (County)	0				
 Net Fiscal Impact	 0				
 # Additional FTE Positions (Cumulative)	 0				

Is Item Included in Current Budget: YES \_\_\_\_\_ NO X

Budget Account No.: Fund 1152 Agency 160 Org 2132 Object 3129

Reporting Category \_\_\_\_\_

**B. Recommended Sources of Funds / Summary of Fiscal Impact:**

The Elderly Abuse Training Project is funded through the United States Department of Justice Office on Violence Against Women. There is no match requirement associated with this award. No additional positions are created, and no additional County funds are required.

Elderly Abuse Training Project	<u>\$10,200</u>
Total Program Budget	\$10,200

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Administration Comments:**

<p><u>Atwillhite 6-20-08</u> OFMB 6/19/08 CN 6/17/08</p>	<p><u>J. Jacoby 6/23/08</u> Contract Administration</p>
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**B. Legal Sufficiency:**

[Signature] 6/24/08  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

**This summary is not to be used as a basis for payment.**

08-1075

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

FUND 1152 - Sheriff's Grants Fund

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
<b>Revenues</b>								
<u>Elderly Abuse Training Project</u>								
160-2132-3129	Federal Grant - Other Public Safety	0	0	10,200		10,200		
	<b>TOTAL REVENUES</b>	<b>0</b>	<b>\$5,569,820</b>	<b>\$10,200</b>	<b>\$0</b>	<b>\$5,580,020</b>		
<b>Expenditures</b>								
<u>Elderly Abuse Training Project</u>								
160-2132-9498	Transfer to Sheriff's Grant Fund	0	0	10,200		10,200	0	10,200
	<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>\$5,569,820</b>	<b>\$10,200</b>	<b>\$0</b>	<b>\$5,580,020</b>		

Palm Beach County Sheriff's Office

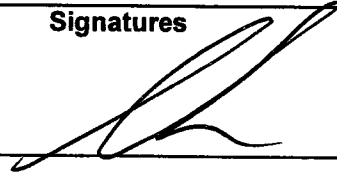
INITIATING DEPARTMENT/DIVISION


Administration/Budget Department Approval

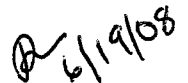
OFMB Department - Posted

Signatures

Date

 4/14/08

 6-20-08

 6/19/08

By Board of County Commissioners  
At Meeting of July 8, 2008

Deputy Clerk to the  
Board of County Commissioners

October 2007 -September 2008

Agreement Number OV007-003

**AGREEMENT BETWEEN  
AREA AGENCY ON AGING  
AND  
PALM BEACH COUNTY SHERIFF'S OFFICE**

**This Agreement** is entered into between the Area Agency on Aging Palm Beach County/Treasure Coast Inc., hereinafter referred to as the Agency, and the Palm Beach County Sheriff's Office, hereinafter referred to as the Project Partner.

**I. The Project Partner Agrees:**

**A. Participate in accordance with the responsibilities as outlined in the Memorandum of Understanding dated February 6, 2007.**

**B. Program Provisions**

1. Maintain a record of time spent pertinent to the training grant and submit a quarterly report to the "Agency" which is due by the 15<sup>th</sup> of the following month.
2. The designated trainers must provide to the Agency receipts and all documentation within two (2) weeks of expenditure for travel and training reimbursement.
3. Provide office space, phone and internet access, etc., to fulfill the requirements of the project.
4. Provide release time for staff to attend all meetings of this project.
5. Demonstrate a commitment to work together to achieve the stated project.

**II. The Agency Agrees:**

**A. Agreement Amount**

1. To pay for services in accordance with this agreement in an amount not to exceed **\$10,200.00**, subject to the availability of funds.
2. Funds will be paid quarterly in the amount of **\$2,550.00**.

**B. Obligation to Pay:**

The Agency's performance and obligation to pay under this agreement is contingent upon continuation of its contract with the U.S. Department of Justice Grant # 2007-EW-AX-K001.

October 2007 –September 2008

Agreement Number OV007-003

**C. Source of Funds:**

The funds awarded to the Project Partner pursuant to this agreement are from the following source:

<b>Program Title</b>	<b>Year</b>	<b>Funding Source</b>	<b>CFDA #</b>	<b>Fund</b>
Enhanced Training and Services to End Violence and Abuse of Women Later in Life	2007-2008	U.S. Dept. Of Justice Programs	16.528	\$10,200.00
				\$10,200.00

**D. Program Provisions**

The Agency Will:

1. Provide fiscal responsibility for administration of the grant by acting as fiscal agent.
2. Provide a full-time administrative assistant responsible for making travel arrangements for the training of the multi-disciplinary team at the train-the-trainer national conference, travel of the national trainers, travel of the judges and local training arrangements.
3. Provide office space, phone and internet access, etc., to fulfill the requirements of the project.
4. Provide reimbursement for pre-approved travel and training expenditures.

The Project Coordinator Will:

1. Coordinate all events, meetings, and trainings for Office on Violence Against Women (OVW) grant project.
2. Create a work plan with completion dates and task assignments.
3. Complete progress reports and submit to OVW.
4. Work with partnership teams to identify training attendees, location and other training needs.
5. Coordinate a multi-disciplinary training team.
6. Assure training team attends TOT event

7. Assure partners complete their necessary training.
8. Ensure all materials, handouts and trainers used in trainings are approved by OVW.
9. Periodical review budget ensuring that project stays within OVW financial and budget restrictions.
10. Ensure that quarterly financial reports are being submitted in a timely fashion.

**III. The Project Partner and the Agency Mutually Agree:**

**A. Program Provision**

1. Provide a representative to attend a three-day new grantee orientation meeting.
2. Provide a representative and backup, if designated, to participate in a train-the-trainer national conference to become certified as a trainer for the project. The representative will work as part of a multi-disciplinary training team. Additionally, each representative will also work to add local information (statutes, resources, etc.) to the national curriculum, making it relevant for his or her community.
3. Commit to having its multi-disciplinary training team provide training to law enforcement in the community.
4. Commit to encouraging judges in its jurisdiction to attend the national judicial institute on elder abuse, neglect and exploitation.
5. Engage in a review of its own policies and protocols and agrees to put in place a body of policies and protocols, based on multi-disciplinary collaboration, designed to aid in improving in the identification, investigation, prosecution and adjudication of cases of elder abuse, exploitation and neglect, including domestic violence and sexual assault.
6. Commit to fully participate in the evaluation of the program.
7. Report on performance measures and grant-funded activities through the timely submission of complete semi-annual progress reports by its multi-disciplinary team.
8. Commit to providing a representative to attend a two-day wrap up meeting at the end of the project.

9. Provide input into the project work plan with completion dates and task assignments.
10. Attend partnership meetings for planning process.
11. Follow Federal guidelines.
12. Assist in designing and implementing a procedure and tool to review all partner agency policy and protocols, based on multi-disciplinary collaboration, designed to aid in improving in the identification, investigation, prosecution and adjudication of cases of elder abuse, exploitation and neglect, including domestic violence and sexual assault ensuring that victim safety is the guiding principle.
13. Report on performance measures through semi-annual progress reports.
14. Work with project partners to create or revise policies and procedures that enhance victim safety and/or improve mechanisms for holding abusers accountable.
15. Assure and assist in identifying local and/or regional laws, legal remedies and community resources available to add to training PowerPoint.
16. Create a plan for sustainability for OVW grant project.

This only applies to Law Enforcement Project Partner:

1. Commit to sending detectives and/or investigators in its jurisdiction to attend a local advanced law enforcement training on elder abuse, neglect and exploitation.
2. Commit to sending law enforcement officers in its jurisdiction to attend a local law enforcement training on elder abuse, neglect and exploitation.

This only applies to State Attorney Project Partner:

1. Commit to sending prosecutors in its jurisdiction to attend the national prosecutors training on elder abuse, neglect and exploitation.

**B. Effective Date**

1. This agreement shall cover the period beginning on October 1, 2007 through September 30, 2008.

October 2007 –September 2008

Agreement Number OV007-003

2. This agreement shall be fully executed on the date the agreement has been signed by both parties.
  
3. This agreement is a one (1) year contract with the option to renew annually for two (2) consecutive years based upon the Project Partner's performance.

**C. Notice, Contact, and Payee Information**

1. The name, address, and telephone number of the Project Coordinator for the Agency for this agreement is:

Mary Jones  
Project Coordinator  
Area Agency on Aging, Palm Beach/Treasure Coast, Inc.  
1764 North Congress Avenue, Suite 201  
West Palm Beach, FL 33409  
(561) 684-5885

2. The name, address, and telephone number of the representative of the Project Partner responsible for administration of the program under this agreement is:

Janet Cid, Planner  
Palm Beach County Sheriff's Office  
3228 Gun Club Road  
West Palm Beach, FL 33407  
(561) 688-3975

3. In the event different representatives are designated by either party after execution of this agreement, notice of the name and address of the new representative will be rendered in writing to the other party and said notification attached to originals of this agreement.
  
4. The name (Project Partner name as shown on page 1 of this agreement) and mailing address of the official payee to whom the payment shall be made:

Palm Beach County Sheriff's Office  
3228 Gun Club Road  
West Palm Beach, FL 33407  
(561) 688-3975



October 2007 -September 2008

Agreement Number OV007-003

IN WITNESS THEREOF, the parties hereto have caused this 6 page agreement to be executed by their undersigned officials as duly authorized.

**Palm Beach County Sheriff's Office**

**Area Agency on Aging of Palm Beach/  
Treasure Coast, Inc.**

**SIGNED  
BY:** \_\_\_\_\_



**NAME:** R. O. Brasshaw

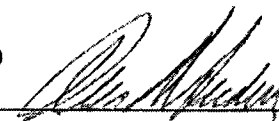
**TITLE:** Sheriff

**DATE:** 3/20/08

**FEDERAL ID NUMBER:** 59-6000-789

**FISCAL YEAR END DATE:** 9/30/08

**SIGNED  
BY:** \_\_\_\_\_



**NAME:** Alan Sadowsky

**TITLE:** President

**DATE:** 3/28/08

**CFDA 16.528**  
**OVW Enhanced Training and Services to End Violence and Abuse**  
**of Women Later in Life Program**

*Memorandum of Understanding*

The Area Agency on Aging Palm Beach/Treasure Coast, Inc. (AAA) has provided free victim advocacy services to clients of the Fifteenth Judicial Circuit Office of the State Attorney (SA), Palm Beach County Sheriff's Office (PBSO) since 1997 and The Florida Resource Center for Women and Children, Inc. (FRCWC) since 1999 including such collaborative activities as:

- Referrals from SA, PBSO and FRCWC to AAA for free victim advocacy assistance in attaining injunctions for protection from domestic violence, dating and sexual violence and stalking, peer counseling and general advocacy services and advice. In addition, AAA has provided clients with assistance in filing claims for victims' compensation.
- Referrals from AAA to FRCWC for emergency shelter and supportive services (e.g. advocacy, support groups, case management, education, employment assistance and housing assistance) to older victims of domestic, dating and sexual violence in Palm Beach County.
- Provision of training that focuses on the unique obstacles faced by older individuals in seeking the services they need to obtain safety and participate fully in the criminal justice system for Adult Protective staff, law enforcement, prosecutors, judges and victim advocates by AAA, SA, PBSO and FRCWC.

The collaboration service area includes all of Palm Beach County, which is also the entire area of the 15<sup>th</sup> Judicial Circuit and is the largest county geographically east of the Mississippi containing 1,299,002 residents.

The partner agencies of the proposed project have all actively participated in developing this application. The partners held meetings at the offices of the AAA, by phone and by e-mail throughout the grant development process.

Each applicant partner organization commits to these *project requirements*:

- Providing a representative to attend a three-day new grantee orientation meeting.
- Providing a representative to participate in a train-the-trainer national conference to become certified as a trainer for the project. The representative will work as part of a multi-disciplinary training team. Additionally, each representative will also work to add local information (statutes, resources, etc.) to the national curriculum, making it relevant for his or her community.
- Committing to having its multi-disciplinary training team provide training to law enforcement in the community.
- Committing to sending detectives and/or investigators in its jurisdiction to attend a local advanced law enforcement training on elder abuse, neglect and exploitation.
- Committing to send prosecutors in its jurisdiction to attend the national prosecutors training on elder abuse, neglect and exploitation.
- Committing to encouraging judges in its jurisdiction to attend the national judicial institute on elder abuse, neglect and exploitation.

- Engaging in a review of its own policies and protocols and agrees to put in place a body of policies and protocols, based on multi-disciplinary collaboration, designed to aid in improving in the identification, investigation, prosecution and adjudication of cases of elder abuse, exploitation and neglect, including domestic violence and sexual assault.
- Committing to fully participate in the evaluation of the program.
- Reporting on performance measures and grant-funded activities through the timely submission of complete semi-annual progress reports by its multi-disciplinary team.
- Committing to providing a representative to attend a two-day wrap up meeting at the end of the project.

The representatives of the collaboration who will be responsible for planning, developing and implementing project activities and who will constitute the Project Development Team are:

Robert H. McFalls (Chief Executive Officer, AAA);

Mary Jones, CA (Program Director, AAA Elder Crimes Unit);

Shandra Dawkins (Executive Director, FRCWC);

Jane Wagley (Program Director, FRCWC);

Preston Mighdoll, ASA (Chief, Crimes Against Elderly Unit, 15<sup>th</sup> Judicial Circuit State Attorney's Office);

Barbara Burns, ASA (Chief, Domestic Violence Unit, 15<sup>th</sup> Judicial Circuit, State Attorney's Office);

Detective Dale Fox (Palm Beach County Sheriff's Office)

The above named partner representatives will meet on a monthly basis during the first 12 months of the grant period to ensure that the project is progressing at a reasonable pace in accordance with the project goals and objectives. During the second year of the grant, the representatives will meet on a bi-monthly basis to ensure all projected outcomes are on target. During the third year representatives will meet quarterly to ensure all projected outcomes are on target.

AAA, FRCWC, SA, and PBSO have a long tradition of collaborating on programs that benefit and protect victims of late life abuse, domestic violence, dating violence, sexual assault and stalking and have received funding from Victims of Crime Act (VOCA) to jointly serve victims of abuse. We are each committed to expanding this cooperative effort on behalf of female victims of late life abuse in our community. All partners have participated in and approve of the proposed budget submitted with this grant proposal as indicated by their signatures below.

The Area Agency on Aging of Palm Beach/Treasure Coast, Inc. Elder Crimes Unit will:

1. Provide fiscal responsibility for administration of the grant by acting as fiscal agent.
2. Provide a full-time administrative assistant responsible for making travel arrangements for the training of the multi-disciplinary team at the train-the-trainer national conference, travel of the national trainers, travel of the judges and local training arrangements.
3. Provide office space, phone and internet access, etc., to fulfill the requirements of the project.
4. Provide release time for staff to attend all meetings of the project.

The Florida Resource Center for Women and Children, Inc. will:

1. Provide office space, phone and internet access, etc., to fulfill the requirements of the project.
2. Provide release time for staff to attend all meetings of the project.

The 15<sup>th</sup> Judicial Circuit Office of the State Attorney will:

1. Provide office space, phone and internet access, etc., to fulfill the requirements of the time for staff to attend all meetings of the project.
2. Provide release time for staff to attend all meetings of the project.

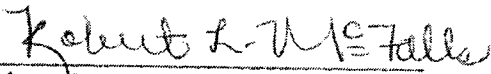
The Palm Beach County Sheriff's Office will:

1. Provide office space, phone and internet access, etc., to fulfill the requirements of the project.
2. Provide release time for staff to attend all meetings of the project.

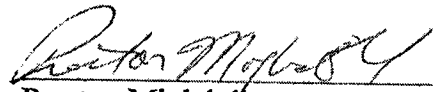
By entering into this Agreement, the partners:

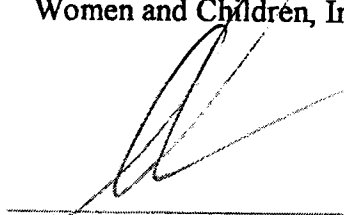
- Demonstrate a commitment to work together to achieve the stated project goals;
- Indicate approval of the proposed budget by all signing parties

Agreed this day, February 6, 2007

  
Robert L. McFalls, CEO  
Area Agency on Aging Palm Beach/  
Treasure Coast, Inc.

77  
Shandra Dawkins, Executive Director  
Florida Resource Center for  
Women and Children, Inc.

  
Preston Mighdoll  
State Attorney's Office, 15<sup>th</sup> Judicial  
Circuit, State of Florida

  
Ric L. Bradshaw, Sheriff  
Palm Beach County Sheriff's Office