

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

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Meeting Date: June 5, 2018	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
	<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department: Department of Public Safety
Submitted By: Department of Public Safety
Submitted For: Division of Victim Services

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

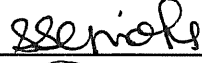
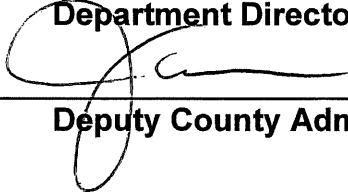
- A) receive and file** Victim of Crime Act (VOCA) FY 2017/2018 Amendment #001 to grant agreement o-00073 with the State of Florida, Department of Legal Affairs to increase the contract from \$351,734 to \$392,072 for the period February 6, 2018, through September 30, 2018;
- B) accept** a donation from Not Just Me Foundation, Inc. in the amount of \$975 to fund the purchase of a colposcope; and
- C) approve** a budget amendment of \$41,313 in the Public Safety Grants Fund to adjust the budget to the actual grant award and recognize the donation funds.

Summary: The VOCA FY2017/2018 grant agreement provides funding for five (5) Victim Advocates who assist Palm Beach County victims of crime with advocacy services such as crisis counseling, personal advocacy, court accompaniment, assistance with applying for Victims Compensation, information and referral, emergency legal advocacy, and safety planning. This amendment adds \$40,338 to provide contractual therapy services, purchase a colposcope, purchase children’s furniture and educational toys for office waiting areas and provides for travel to three conferences for VOCA funded staff beginning February 6, 2018. R2006-0099 authorized the County Administrator or designee to execute operational agreements with the State of Florida, Office of the Attorney General, Bureau of Advocacy and Grant Management on behalf of the Palm Beach County Board of County Commissioners. **This amendment requires a 25% cash match for the purchase of the colposcope. The match is provided by a donation of \$975 from the Not Just Me Foundation, Inc. Countywide (LDC)**

Background and Justification: VOCA is a federal grant, Catalogue of Federal Domestic Assistance number 16.575, passed through the State of Florida, Office of the Attorney General which provides funding to assist victims of crime with free advocacy services. The grant provides funding for five (5) Victim Advocate positions assigned to the Division of Victim Services. For the first reporting period of the grant Oct 1, 2017, through December 31, 2017, VOCA funded Victim Services advocates served 191 new victims of crime, providing them with 1,539 units of service such as crisis counseling, personal advocacy, assistance with victim compensation, criminal justice advocacy, and information and referral.

- Attachments:**
- 1) Amendment #001, VOCA contract o-00073
 - 2) Updated Project Proposal, VOCA
 - 3) Donation Letter
 - 4) Budget Amendment

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Recommended by:	<u></u>	<u>5/9/18</u>
	Department Director	Date
Approved By:	<u></u>	<u>5/18/18</u>
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Personal Services					
Operating Costs	37,413				
Capital Expenditures	3,900				
External Revenues	(41,313)				
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	0				

ADDITIONAL FTE

POSITIONS (Cumulative) 0 0 0 0 0

Is Item Included In Current Budget? Yes _____ No X

Does this item include the use of federal funds? Yes X No _____

Budget Account Exp No: Fund 1426 Dept. 662 Unit 3250 Obj. varies

Rev No: Fund 1426 Dept. 662 Unit 3250 RevSc 3129/6600

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

Grant: VOCA-Victims of Crime Act

Fund: 1426- Public Safety Grant

Unit: 3250 –Criminal Justice Grants

This grant requires a 25% cash or in-kind match for the purchase of a colposcope which is funded by a donation from Not Just Me Foundation, Inc..

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

[Signature] 5/15/18
OFMB [Signature] 5/15/18

[Signature] 5/16/18
Contract Dev. And Control [Signature] 5/15/18

B. Legal Sufficiency:

[Signature] 5/17/18
Assistant County Attorney

C. Other Department Review:

Department Director

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

AMENDMENT

FY 2017/2018
2017-2018

18 FEB 23 PM 2:43

AGREEMENT BETWEEN THE STATE OF FLORIDA
DEPARTMENT OF LEGAL AFFAIRS
OFFICE OF THE ATTORNEY GENERAL

AND

Palm Beach County Board of County Commissioners

GRANT NO. VOCA-2017-Palm Beach County Board o-00073

The State of Florida, Department of Legal Affairs, Office of the Attorney General, the pass-through agency for the Victims of Crime Act (VOCA), Catalog of Federal Domestic Assistance (CFDA) Number – 16.575, hereafter referred to as the OAG, an agency of the State of Florida, with headquarters located at PL-01, The Capitol, Tallahassee, Florida 32399-1050, and the **Palm Beach County Board of County Commissioners**, hereafter referred to as the Provider, entered into an Agreement under the Victims of Crime Act (VOCA) Grant Program for the fiscal year 2017/2018 on **October 6, 2017**; and

WHEREAS, Article 26 specifically states, modification of any provision of this Agreement must be mutually agreed upon by all parties, and requires a written amendment to this Agreement; and

WHEREAS, there is a need to amend Article 33.

NOW THEREFORE; the parties have mutually agreed to modify the Agreement as follows:

1. Article 33 is hereby deleted and the following language is substituted:

ARTICLE 33. AMOUNT OF FUNDS

The OAG agrees to reimburse the Provider for contractual services and/or availability to provide services for the entire Time of Performance, as set forth in Article 3 of this Agreement, and completed in accordance with the terms and conditions of the Agreement. The total sum of monies available for reimbursement to the Provider for services provided shall not exceed \$392,072.00.

“Availability to Provide Services” is defined as maintaining sufficient capacity to assist victims during the Provider’s core business hours throughout the Time of Performance, as set forth in Article 3 of this Agreement. Core business hours are assumed to be at least from 8:00 AM to 5:00 PM, Monday through Friday, unless otherwise approved as alternative core business

hours by the OAG. Employee leave earned under this grant period is reimbursable; however, the Provider must continue to maintain sufficient capacity to assist victims.

“Contractual Services” are defined as those specified services established within the OAG approved budget for which the Provider is to be paid upon completion at the set rate also established within the OAG approved budget, as authorized expenditures eligible for payment, or reimbursement pursuant to Article 8 of this Agreement.

2. All other terms and conditions of the Contract shall remain in full force and effect. Except as otherwise set forth herein, the terms and conditions contained in the Contract remain unchanged. This Amendment, sets forth the entire understanding between the Parties with regard to the subject matter hereof.
3. This amendment shall be effective February 6, 2018.

IN WITNESS WHEREOF, the OFFICE OF THE ATTORNEY GENERAL and the Palm Beach County Board of County Commissioners have executed this amendment to the Agreement.

Stephanie Sejncha
Authorizing Official

Stephanie Sejncha
Print Name

2/15/18
Date

Sabrina W. Donovan
OAG Authorizing Official

Sabrina W. Donovan
Print Name

02/26/18
Date

Print Name

Date

596 00 785
FEID # of Provider

41-202-149001-41100400-10413300
SAMAS Code

APPROVED AS TO TERMS
AND CONDITIONS

Marie Bishop 2/15/18
Signature

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

[Signature]
COUNTY ATTORNEY

APPROVED AS TO TERMS
AND CONDITIONS

18 FEB 23 PM 2:43

DEAD

From: Contact VOCA [<mailto:Contact.VOCA@myfloridalegal.com>]
Sent: Monday, February 05, 2018 10:16 AM
To: Holly Dibeneditto <hdibened@pbcgov.org>
Cc: Nicole Bishop <NBishop@pbcgov.org>; Ngoc Chau <NChau@pbcgov.org>
Subject: RE: Updated Project Proposal

Good morning,

Your request for additional funding for the 2017/2018 grant year is approved. The total amount of the contract amendment is approved at \$40,338.00.

Please note, training is approved only for VOCA-funded personnel within the agency.

Mental Health Counseling and Care is approved for adults only. On a case-by-case basis, the agency may request prior approval to provide therapy to children. This expense was reduced in the budget to 50% of the requested amount.

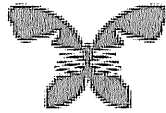
The MobileODT quote for the requested colposcope is accepted as submitted. The OAG will reimburse 75% of the total purchase price, requiring the agency to provide the remaining 25% as cash match (percentages to be verified upon submission of receipts and invoice reimbursement). The total VOCA funded amount for this purchase is \$2,925.00 (\$975.00 remaining for cash match).

An amendment will be forwarded to your office by overnight mail, and the original, signed copies must be received by the OAG no later than Wednesday, February 7, in order for funds to be available for February. If the amendment is received after that date, costs will be prorated and available beginning March 1.

You will be notified when the contract is open for modifications in the EGRANTS system.

If you have any questions or concerns, please reply to this message.

Thank you,
Office of the Attorney General
Bureau of Advocacy and Grants Management
PL 01, The Capitol
Tallahassee, FL 32399-1050
(850) 414-3380



Not Just Me Foundation, Inc

April 20, 2018

Dear Ms. Bishop:

I am writing on behalf of the Not Just Me Foundation. Our mission is to prevent sexual assault through awareness and education and to help survivors reclaim their lives by giving them access to appropriately trained advocacy networks.

In keeping with our mission, I would like to make a donation for \$975.00 as a cash match towards the purchase of a colposcope for the Division of Victim Services and Certified Rape Crisis Center.

This is a great opportunity to provide Sexual Assault Nurse Examiners with the necessary tool to perform sexual assault forensic examinations in a sensitive, dignified, and victim-centered manner.

Sincerely,

Julie Weil
Founder and Director
Not Just Me Foundation, Inc. 501(c)(3)
EIN 47-4648574
www.notjustmefoundation.org

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGEX - 662-042518-1226
BGRV - 662-042518-405

FUND 1426 - Public Safety Grants

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 4/25/2018	REMAINING BALANCE
Revenue								
1426-662-3250-3129	Fed Grnt Oth Public Safety	351,734	351,734	40,338	0	392,072	0	392,072
1426-662-3250-6600	Contributions/Donations From Private Sources	0	0	975	0	975	0	975
	Total Revenue and Balance	2,757,891	3,419,150	41,313	0	3,460,463		
Expense								
1426-662-3250-3401	Other Contractual Services	0	0	15,000	0	15,000	0	15,000
1426-662-3250-4001	Travel and Per Diem	7,000	7,000	17,423		24,423	441	23,982
1426-662-3250-5111	Office Furniture and Equipment	0	0	4,990		4,990	0	4,990
1426-662-3250-6401	Machinery & Equipment	0	0	3,900		3,900	0	3,900
	Total Appropriation and Expenditures	2,757,891	3,419,150	41,313	0	3,460,463		

INITIATING DEPARTMENT/DIVISION
Administration/Budget Department Approval
OFMB Department - Posted

Signatures _____ Date 4/20/18

By Board of County Commissioners
At Meeting of _____
6/5/2018
Deputy Clerk to the
Board of County Commissioners