

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

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<b>Meeting Date:</b> December 18, 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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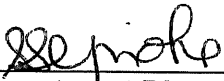

**I. EXECUTIVE BRIEF**

**Motion and Title:** **Staff recommends motion to receive and file:** two (2) Grant Adjustment Notices (GAN) #015: Financial Management training; and #016: supplemental clergy training materials; with the US Department of Justice (DOJ), Office on Violence Against Women (OVW), Grants to Improve Criminal Justice Response Program (ICJR) (2017-WE-AX-0034), which facilitated administrative filing and approvals through October 31, 2018.

**Summary:** As per grant guidelines, certain expenditures and work product require approval from the OVW ICJR grant manager. The approval process is facilitated by drafting a GAN and submitting it through the OVW's Grant Management web portal. GAN #015 approved payment for the Financial Point of Contact Ngoc Chau to attend the 2018 Financial Management training. GAN #016 approved the supplemental clergy training materials, which includes the Clergy quick reference guide and card. The Clergy Toolkit work product was approved by GAN #012 (R2018-1236) and previously approved by the grantor on May 30, 2018. R2014-1633 authorized the County Administrator or designee to execute future awards, contracts, sub-recipient agreements and sub contracts and amendments/modifications utilizing funding from the DOJ, OVW on behalf of the Board of County Commissioners. Countywide (LDC)

**Background and Justification:** The DOJ, OVW awarded Palm Beach County an ICJR contract in the amount of \$900,000 that started October 1, 2017 and ends September 30, 2020. The focus of the grant is to increase collaboration among responders, build capacity for the Sexual Assault Response Team (SART), and reach underserved populations. In order to meet this need, Palm Beach County Victim Services collaborated with Aid to Victims of Domestic Abuse, Inc., Catholic Charities Diocese of Palm Beach, Inc., the Coalition for Independent Living Options, Inc., and Destiny by Choice, Inc. to maintain services and strengthen our community's coordinated response to victims of sexual violence, domestic violence, dating violence and stalking, especially in underserved marginalized communities.

- Attachments:**
- 1) Grant Adjustment Notice #015, DOJ
  - 2) Grant Adjustment Notice #016, DOJ
- =====

<b>Recommended by:</b> <u></u>	<u>11/26/18</u>
Department Director	Date
<b>Approved By:</b> <u></u>	<u>12/5/18</u>
Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	_____*	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_  
Does this item include the use of federal funds? Yes X No \_\_\_\_\_  
Budget Account Exp No: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_  
Rev No: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Rev Source \_\_\_\_\_

B. Recommended Sources of Funds/Summary of Fiscal Impact:  
Grant: \_\_\_\_\_  
Fund: \_\_\_\_\_  
Unit: \_\_\_\_\_

\*There is no additional fiscal impact associated with this agenda item.

Departmental Fiscal Review: AC 11/28/18

III. REVIEW COMMENTS

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

John P. ... 11/28/18 OFMB 11/27 11/27 11/27 11/30/18 Contract Administration


B. Legal Sufficiency:

Assistant County Attorney 12/3/18

C. Other Department Review:

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

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



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information					
Grantee Name:	Palm Beach County	Project Period:	10/01/2017 - 09/30/2020	GAN Number:	015
Grantee Address:	301 N. Olive Avenue West Palm Beach, 33401	Program Office:	OVW	Date:	10/27/2018
Grantee DUNS Number:	07-847-0481	Grant Manager:	Aisha J Battle		
Grantee EIN:	59-6000785	Application Number(s):	2017-X0247-FL-WE		
Vendor #:	596000078	Award Number:	2017-WE-AX-0034		
Project Title:	Palm Beach County's Enhanced Response to Sexual Assault, Domestic Violence, Dating Violence and Stalking		Award Amount:	\$900,000.00	

Program Office Approvals

\*Approval Types

<input type="checkbox"/> Changes in Consultant rates (in excess of \$650/day)	<input type="checkbox"/> Publication Plan Submissions
<input type="checkbox"/> Purchase of Automatic Data Processing (ADP) Equipment and Software	<input type="checkbox"/> Funding for Criminal Justice Information and Communication Systems
<input type="checkbox"/> Foreign Travel Costs	<input checked="" type="checkbox"/> Other (Please enter type of Program Office Approval below) <input type="text" value="Training"/>

\*Required Justification for Program Office Approvals:

This GAN is submitted to request that the Grant Financial Point of contact, Ngoc Chau, attend and participate in the 2018 Financial Management training. The training workshop will enhance her overall understanding of the budgeting and review

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Attachments:

Filename:	User:	Timestamp:
Financial Mgmt workshop GAN Worksheet.docx	NBishop1	09/25/2018 10:15 AM

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	PO - GAN 1st Line Supervisor	Krista.Bladeney-Mitchell@usdoj.gov	10/27/2018 9:47 PM
Approved-GM	PO - GAN 1st Line Supervisor	aisha.battle@usdoj.gov	10/16/2018 9:32 AM

I approve this GAN.

Attachment # 1

Submitted	PO - Grant Manager	NBishop1	09/25/2018 10:21 AM
Draft	EXTERNAL - External User	NBishop1	09/25/2018 10:20 AM
Draft	EXTERNAL - External User	NBishop1	09/25/2018 10:16 AM
Draft	EXTERNAL - External User	NBishop1	09/04/2018 11:58 AM

Attachment # 1  
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US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
**GRANT ADJUSTMENT NOTICE**

Grantee Information			
<b>Grantee Name:</b>	Palm Beach County	<b>Project Period:</b>	10/01/2017 - 09/30/2020
<b>Grantee Address:</b>	301 N. Olive Avenue West Palm Beach, 33401	<b>Program Office:</b>	OVW
<b>Grantee DUNS Number:</b>	07-847-0481	<b>Grant Manager:</b>	Aisha J Battle
<b>Grantee EIN:</b>	59-6000785	<b>Application Number(s):</b>	2017-X0247-FL-WE
<b>Vendor #:</b>	596000078	<b>Award Number:</b>	2017-WE-AX-0034
<b>Project Title:</b>	Palm Beach County's Enhanced Response to Sexual Assault, Domestic Violence, Dating Violence and Stalking		
		<b>Award Amount:</b>	\$900,000.00

Program Office Approvals	
*Approval Types	
<input type="checkbox"/> Changes in Consultant rates (in excess of \$650/day)	<input type="checkbox"/> Publication Plan Submissions
<input type="checkbox"/> Purchase of Automatic Data Processing (ADP) Equipment and Software	<input type="checkbox"/> Funding for Criminal Justice Information and Communication Systems
<input type="checkbox"/> Foreign Travel Costs	<input checked="" type="checkbox"/> Other (Please enter type of Program Office Approval below) <input type="text" value="Training Materials"/>

**\*Required Justification for Program Office Approvals:**

The submitted materials (e.g. Clergy quick reference guide and card) are supplemental to the previously submitted and approved Clergy Toolkit work product. The clergy toolkit was GAN 12 and was approved on 5.30.18.	^ v
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**Attachments:**

Filename:	User:	Timestamp:
Clergy quick reference guide revised 10.22.18.docx	NBishop1	10/22/2018 11:49 AM
Reference card with domestic violence warning signs.docx	NBishop1	10/03/2018 2:52 PM

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	PO - GAN 1st Line Supervisor	Krista.Blakeney-Mitchell@usdoj.gov	10/27/2018 10:36 PM
Approved-GM	PO - GAN 1st Line Supervisor	aisha.battle@usdoj.gov	10/22/2018 11:55 AM

Attachment # 2

Page 1 of 2

I approve this GAN.			
Submitted	PO - Grant Manager	NBishop1	10/22/2018 11:50 AM
Change Requested	PO - Grant Manager	aisha.battle@usdoj.gov	10/22/2018 11:18 AM
Please make the suggested grammatical edit, evidenced in the email discussing this GAN, and resubmit.			
Change Requested	EXTERNAL - External User	aisha.battle@usdoj.gov	10/22/2018 11:18 AM
Please make the suggested grammatical edit, evidenced in the email discussing this GAN, and resubmit.			
Submitted	PO - Grant Manager	NBishop1	10/03/2018 3:25 PM
Draft	EXTERNAL - External User	NBishop1	10/03/2018 3:24 PM
Draft	EXTERNAL - External User	NBishop1	10/03/2018 2:53 PM
Draft	EXTERNAL - External User	NBishop1	10/03/2018 2:41 PM
Draft	EXTERNAL - External User	NBishop1	10/03/2018 2:40 PM

Attachment# 2  
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