

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

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Meeting Date: April 2, 2019	<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** executed Amendment 1 for Contract 18SAS26 with the Florida Council Against Sexual Violence (FCASV) decreasing the award amount by \$52,691 for the period August 1, 2018 through July 30, 2019; and

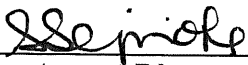
B) approve a downward budget amendment of \$52,691 in the Public Safety Grants Fund to adjust the budget to the actual grant award.


Summary: Palm Beach County Division of Victim Services (DVS) was awarded a Sexual Assault Services Program (SASP) Formula Grant (CFDA#16.017) from FCASV. On November 20, 2018, the Board approved the Contract (R2018-1814) that recognized the grant award amount of \$152,345. FCASV was notified by the Florida Department of Health that the SASP award for all providers has been reduced. The County's award amount was reduced from \$152,345 to \$99,654 for the first year. Due to the reduction of funds, one of the two (2) victim advocate positions (pay grade 25) approved as part of the grant will be deleted from the DVS complement. Deliverables were modified to reduce the number of clients being served as a result of the eliminated position. No additional funds are needed at this time. R2006-0095 authorizes the County Administrator or designee to execute FCASV grant contracts on behalf of the County. **No County matching funds are required for this grant.** Countywide (LDC)

Background and Justification: DVS was awarded a SASP Formula Grant from the FCASV in the amount of \$152,345 for the first year of a three (3) year funding cycle ending in July of 2021. The SASP grant was created by the Violence Against Women and Department of Justice Reauthorization Act of 2005 Technical Amendments. SASP is authorized by 42 U.S.C. §14043g and is the first Federal funding stream solely dedicated to the provision of direct intervention and related assistance for victims of sexual assault. This is the first time that DVS is receiving this funding. The purpose of SASP is to help support rape crisis centers provide core services, direct intervention, and related assistance to victims of sexual assault (Office on Violence Against Women Sexual Assault Services Formula Program. As the only Certified Rape Crisis Center in Palm Beach County, DVS assisted 973 victims of sexual assault during the period October 1, 2017, to August 31, 2018.

- Attachments:**
- 1) FCASV Executed Amendment 1- 18SAS26
 - 2) Budget Amendment Fund 1426

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Recommended by: <u></u>	<u>3/11/19</u>
Department Director	Date

Approved By <u></u>	<u>3/25/19</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>
Personal Services	(52,691)				
Operating Costs					
Capital Expenditures					
External Revenues	52,691				
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	<u>0</u>	<u>0</u>			

ADDITIONAL FTE

POSITIONS (Cumulative) (1) 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 3232 Obj. varies
Rev No: Fund 1426 Dept. 662 Unit 3232 Rev. 3129

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

Grant: FCASV (Sexual Assault) Program

Fund: 1426- Public Safety Grants

Unit: 3232- Sexual Assault Formula Grant Program

C. Departmental Fiscal Review: RC [Signature] 2/21/19

III. REVIEW COMMENTS

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

[Signature] 3/14/19
ASD 3/13 OFMB [Signature] 3/13/19 9/3/12
Jim 3/12 [Signature] 3/22/19
Contract Dev. And Control 3/21/19 TW

B. Legal Sufficiency:

[Signature] 3/25/19
Assistant County Attorney

C. Other Department Review:

Department Director

AMENDMENT 1

This Amendment, entered into between the Florida Council Against Sexual Violence, hereinafter referred to as the "Council" and Palm Beach County, hereinafter referred to as the "Provider," amends subcontract number 18SAS26. This subcontract is being amended to reduce the award amount for the period August 1, 2018 - July 31, 2019 as directed by the Florida Department of Health; which administers the Sexual Assault Services Formula Grant Program for Florida. Accordingly, the subcontract is revised as follows:

1. The 2018-2019 supplemental award is hereby reduced by \$52,691.00 for a revised amount of \$99,654.00.
2. The total award amount for the entire term of the subcontract to date is \$99,654.00. Attachment II, Exhibit 1 of the subcontract is revised accordingly and provided hereto.
3. Attachment III (invoice) is omitted entirely and replaced to capture the revised award and payment schedule.
4. Appendix B (2018-2019 SASP Deliverables) revisions are incorporated herein by reference.

This amendment shall begin on November 1, 2018 and shall be retroactive to that date if executed thereafter. This amendment and all its attachments are hereby made a part of the subcontract. All provisions in the subcontract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform to this amendment. All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the subcontract.

IN WITNESS THEREOF, the parties hereto have caused this three (3) page amendment to be executed by their officials thereunto duly authorized.

PROVIDER:
PALM BEACH COUNTY

BY: 

NAME: Verdenia C. Baker

TITLE: County Administrator

DATE: 1/2/19

FLORIDA COUNCIL AGAINST SEXUAL
VIOLENCE

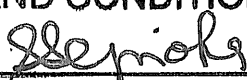
BY: _____

NAME: Jennifer L. Ditt, LCSW

TITLE: Executive Director

DATE: _____

APPROVED AS TO TERMS
AND CONDITIONS



Signature

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY



COUNTY ATTORNEY

Attachment 1 Page 1 of 5

EXHIBIT 1

1. FEDERAL RESOURCES AWARDED TO THE SUBRECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Federal Program 1	Sexual Assault Services Program (SASP)	CFDA#16.017	
Title	Expansion of Rape Crisis Centers' Services and Outreach to Underserved Communities		\$99,654.00
Federal Program 2	N/A	CFDA#	Title
			\$
TOTAL FEDERAL AWARDS			\$

COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

- 2017 DOJ Grants Financial Guide https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf
- FL Dept. of Financial Services, Reference Guide for State Expenditures

2. STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Federal Program 1: NA CFDA#: Title:

TOTAL STATE FINANCIAL ASSISTANCE AWARDED PURSUANT TO SECTION 215.97, F.S.:

Financial assistance not subject to Sec. 215.97, F.S. or 2 CFR Part §200.40:

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

Matching and Maintenance of Effort *

Matching resources for federal program(s):

Program: N/A CFDA# Title \$

Maintenance of Effort (MOE):

Program: N/A CFDA# Title \$

*Matching Resources, MOE, and Financial Assistance not subject to Sec. 215.97, F.S. or 2 CFR Part §200.306 amounts should not be included by the Provider when computing the threshold for single audit requirements totals. However, these amounts could be included under notes in the financial audit or footnoted in the Schedule of Expenditures of Federal Awards and State Financial Assistance (SEFA). Matching, MOE, and Financial Assistance not subject to Sec. 215.97, F.S. or 2 CFR Part §200.306 is not considered State/Federal Assistance.

Attachment III

Provider: Palm Beach County	Subcontractor Number: 18SAS26																				
Address: 20 South Military Trail West Palm Beach, FL 33415	Telephone Number:																				
<p><u>Service Quarter</u> (check one)</p> <p>Aug 2018 –Oct 2018 (invoice due 11/10/18) <input type="checkbox"/></p> <p>Nov 2018–Jan 2019 (invoice due 2/10/19) <input type="checkbox"/></p> <p>Feb 2019 – Apr 2019 (invoice due 5/10/19) <input type="checkbox"/></p> <p>May 2019 – July 2019 (invoice due 8/10/19) <input type="checkbox"/></p>	<p><u>SASP Quarterly Rate</u></p> <p>Aug 2018 - Oct 2018: <u>\$38,086.00</u></p> <p>Nov 2018 - Jan 2019: <u>\$20,522.00</u></p> <p>Feb 2019 - Apr 2019: <u>\$20,522.00</u></p> <p>May 2019 - Jul 2019: <u>\$20,524.00</u></p>																				
<p><u>Summary of Payments</u></p> <table><tr><td>SFY 2018-19 Allocation:</td><td>\$99,654.00</td></tr><tr><td>Amount of this invoice:</td><td>\$</td></tr><tr><td>Actual Expenditures to Date</td><td>\$</td></tr></table> <p>Actual Expenditures to Date (AED) should equal the amount expended through the period checked above. End of quarter invoice AED amount should equal total indicated on the Quarterly Expenditure Report.</p> <p>(NOTE: ALL FUNDS MUST BE ENCUMBERED BY July 31st.)</p> <p>I certify that the above report is a true and correct reflection of this period's activities, as stipulated in this subcontract.</p> <table><tr><td>Signature of Provider Agency Official</td><td>Date</td></tr><tr><td>Print Name and Title</td><td>Phone #</td></tr></table>	SFY 2018-19 Allocation:	\$99,654.00	Amount of this invoice:	\$	Actual Expenditures to Date	\$	Signature of Provider Agency Official	Date	Print Name and Title	Phone #	<p><u>(FOR FCASV USE ONLY)</u></p> <p><u>Penalties</u></p> <p>Quarterly Rate: \$</p> <p>Description:</p> <table><tr><td></td><td>\$</td></tr><tr><td></td><td>\$</td></tr><tr><td></td><td>\$</td></tr><tr><td>Total:</td><td>\$</td></tr></table> <p><u>Payment Approval</u></p> <p>Total Approved For Payment By The Council: \$</p> <table><tr><td>Signature</td><td>Date</td></tr></table>		\$		\$		\$	Total:	\$	Signature	Date
SFY 2018-19 Allocation:	\$99,654.00																				
Amount of this invoice:	\$																				
Actual Expenditures to Date	\$																				
Signature of Provider Agency Official	Date																				
Print Name and Title	Phone #																				
	\$																				
	\$																				
	\$																				
Total:	\$																				
Signature	Date																				

Appendix B
Tasks/Deliverables
Palm Beach County Victim Services and Rape Crisis Center
August 1, 2018 to July 31, 2019

Project Objectives/Tasks
Goal 1: Increase the availability of specialized victim services for adult, youth and child victims of reported and non-reported sexual assault and their family and household members
First quarter activities: 1. Hire one advocate and house him/her at SART Center. (Submit updated job description, and employee resumes.) 2. Advocates provide 150 direct services to 12 victims.
Second through fourth quarter activities: 1. Advocate provides 450 direct services to 35 victims, approximately 150 services to 12 victims each quarter. (Enter services into SVDR monthly.)
Goal 2: Expand advocacy services to include collateral (secondary) victims
First quarter activities: 1. Update operational procedures and victim intake form related to collateral victims. 2. Update CMP (data management system) to capture collateral victim information. (Submit updated procedures and intake form and description of CMP update with quarterly report.)
First through fourth quarter activities: 1. Host quarterly psychoeducational sessions geared toward friends and family members of sexual assault survivors. (Enter services into SVDR monthly, report on progress each quarter.)
Goal 3: Meaningfully increase awareness and accessibility of victim services, especially within the LGBTQ+ population by enhancing outreach
First quarter activities: 1. Enter into Contract with Compass outlining the relationship between the parties.
Second quarter activities: 1. Develop signage, in consultation with Compass, to post in PBCVSRCC lobbies to indicate that the program is LGBTQ+ friendly/safe. (Submit MOU and signage to Council for approval at least 20 days prior to release/posting. Submit final copies as documentation with quarterly report.)
Third quarter activities: 1. Develop bus shelter ads, in consultation with Compass, and strategically place 20 of them in areas with high density of LGBTQ+ population. (Submit ads to Council for approval at least 20 days in advance of production.)
First through fourth quarter activities: 1. Host quarterly psychoeducational sessions geared toward friends and family members of sexual assault survivors. Serve at least 15 clients, approximately 4 per quarter. 2. Participate in Compass support groups at least once per quarter to discuss and promote sexual assault services. Reach at least 40 people, approximately 10 people per quarter. 3. Participate in Compass large events quarterly (Pridefest, National Testing Day, Stonewall Ball, etc.) to increase awareness of sexual assault services.

4. Cross promote Compass/Victim Services on websites and social media.

(Enter services into SVDR monthly, report on progress each quarter. Submit support group agendas for approval three business days in advance. Submit materials distributed and agendas with quarterly reports. Submit screenshots of social media, website updates with quarterly reports.)

SASP Federal Annual Progress Report. The Provider shall complete an electronic copy of the fillable form on an annual basis. The report is due by January 15, 2019 (for the period of August through December 2018).

**Palm Beach County Victim Services and
Rape Crisis Center**

Signature: 

Name: Verdenia C. Baker

Title: County Administrator

Date: 1/2/19

Florida Council Against Sexual Violence

Signature: _____

Name: _____

Title: _____

Date: _____

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

Page 1 of 1 pages

BGEX - 662-012519*715
BGRV - 662-012519-172

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 1/25/2019	REMAINING BALANCE
Revenue								
1426-662-3232-3129	Fed Grnt Oth Public Safety	0	152,345		52,691	99,654	0	99,654
	Total Revenue and Balance	2,452,952	2,605,297	0	52,691	2,552,606		
Expense								
1426-662-3232-1201	Salaries & Wages Regular	0	77,200		36,830	40,370	0	40,370
1426-662-3232-2101	Fica-Taxes	0	4,900		2,284	2,616	0	2,616
1426-662-3232-2105	Fica Medicare	0	1,200		534	666	0	666
1426-662-3232-2201	Retirement Contributions-Frs	0	6,510		3,043	3,467	0	3,467
1426-662-3232-2301	Insurance- Life & Health	0	20,000		10,000	10,000	0	10,000
	Total Appropriation and Expenditures	2,452,952	2,605,297	0	52,691	2,552,606		

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

Signatures

Date

N. Diaz 2/2/19

By Board of County Commissioners
At Meeting of _____
4/2/2019
Deputy Clerk to the
Board of County Commissioners

Attachment # 2

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