

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

Meeting Date: May 18, 2021       Consent       Regular  
    Ordinance       Public Hearing

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

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to receive and file: four (4) Grant Adjustment Modifications (GAM) 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 December 31, 2021 as follows:

- 1) #68244: Training Materials;
- 2) #68245: Budget Modification;
- 3) #68246: Project Period Extension; and
- 4) #68248: Grantee Advocate Change

**Summary:** As per grant guidelines, certain expenditures and work products require approval from the OVW ICJR grant manager. The approval process is facilitated by drafting a GAM and submitting it through the OVW's JustGrants Grant Management web portal. 1) GAM #68244 approved the "Teal Tag" work product. The Teal Tag will be used to train hospital emergency department physicians on the services available to victims of sexual assault, domestic violence, dating violence, and stalking who may enter their emergency room as a result of these crimes. The Teal Tag is designed to act as a badge buddy that can be attached behind hospital staff's identification badges and utilized as a quick reference guide to contact PBC Victim Services when encountering victims of these crimes. 2) GAM #68245 denied a budget modification to add an additional Consultant Contract for contracted therapy services. The Grant Manager denied the request due to the old Grants Management System being phased out and no new GAMs were being reviewed during the time of transition to the new system. 3) GAM #68246 approved a one-year no-cost extension of the award period. The award period will now end September 30, 2021. 4) GAM #68248 approved the Grantee Advocate Change from Carrie Gale to Tessa Jacobson. 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** (JW)

**Background and Justification:** The DOJ, OVW awarded Palm Beach County funding in the amount of \$900,000 through the Improving Criminal Justice Responses Program for the project period October 1, 2017 through September 30, 2020. The award was extended through September 30, 2021. The focus of the grant is to increase collaboration among responders, build capacity for the Sexual Assault Response Team, 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., 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 Modification #68244, DOJ
- 2) Grant Adjustment Modification #68245, DOJ
- 3) Grant Adjustment Modification #68246, DOJ
- 4) Grant Adjustment Modification #68248, DOJ

Recommended By:       4/8/21  
   **Department Director**      **Date**

Approved By:       4/24/21  
   **Deputy County Administrator**      **Date**

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>Net Fiscal Impact</b>	* =====	=====	=====	=====	=====

# 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: *[Signature]* 3/31/21

**III. REVIEW COMMENTS**

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

*[Signature]* 4/12/21  
 OFMB *GA* 4.12.21 *LM* 4/12

*[Signature]* 4/12/21  
 Contract Administration  
*4-19-21/TW*

**B. Legal Sufficiency:**

*[Signature]*  
 Assistant County Attorney

**C. Other Department Review:**

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

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

GAM 68244 Work Product.Teal Tag

## Solicitation Title:

OVW FY 2017 Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program (also known as the Arrest Program)

## Project Title:

Palm Beach County's Enhanced Response to Sexual Assault, Domestic Violence, Dating Violence and Stalking

## Project Start Date:

10/1/17

## Project End Date

9/30/21

## Managing Office:

OVW

## Grant Manager:

Aisha Battle

## Grant Award Administrator:

hdibened@pbcgov.org

## Federal Award Amount:

\$900,000.00

## Unpaid Balance:

## Funding Instrument Type:

Grant

## DUNS:

078470481

## TIN:

596000785

**Costs Requiring Prior Approval.** Please indicate which of the following are applicable to this request. (Check all that apply). For additional guidance regarding prior approvals, see DOJ Financial Guide Chapter 3.6 Costs Requiring Prior Approval, [Listing of Costs Requiring Prior Approval](#)

**Note:** Prior to submitting this request, please review any additional guidance provided by the Department of Justice office that issued the award. Any questions should be directed to the grant manager assigned to the award.

## Training Materials

### Justification

The “ Teal Tag” is a work product used to address Goal 1, Objective 1: Increase support by strengthening legal advocacy service programs and other victim services for victims of sexual assault, domestic violence, dating violence, and stalking - provide legal advocacy and therapy services. The Teal Tag will be used to train hospital emergency department physicians on the services available to victims of sexual assault, domestic violence, dating violence, and stalking who may enter their emergency rooms as a result of these crimes. Victim-centered best practices on the reverse side of the Teal have been simplified for physicians to reference when treating victims of these crimes. The best practices highlight topics such as victim blaming, behavior of victims, a victim’ s sense of control, and showing compassion. The Teal Tag is designed to act as a badge buddy that can be attached behind hospital staff’ s identification badges and will be utilized as a quick reference guide to contact Palm Beach County Victim Services when encountering victims of these crimes. The Teal Tag will be provided to emergency department physicians and nurses who complete a Palm Beach County Victim Services SART training provided by our SANE Program Coordinator and Victim Services staff.

GAM 68245 Budget Modification

Solicitation Title:

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**Budget Modification**

Budget Detail and Summary Modification

**Categories**

**Approved Budget**

**Requested Changes**

**Revised Budget**

Personnel

\$443,240

-\$7,550

\$435,690

FringeBenefits

\$196,768

-\$13,621

\$183,147

Travel

\$11,124

-\$648

\$10,476

Equipment

\$0

\$0

\$0

Supplies

\$1,924

\$2,961

\$4,885

Construction

\$0

\$0

\$0

Subawards (subgrants)

\$0

Procurement Contracts

\$246,944

\$18,858

\$265,802

Other Costs

\$0

\$0

\$0

Total Direct Costs

\$900,000

\$0

\$900,000

Indirect Costs

\$0

\$0

\$0

Total Project Costs

\$900,000

100%

\$0

\$900,000

100%

**Total Project Cost Breakdown**

Federal Funds

\$900,000

100%

\$0

\$900,000

100%

Match Amount

Program Income Amount

\$0

0%

\$0

\$0

0%

\$0

0%

\$0

\$0

0%

For guidance, see DOJ Financial Guide Chapter 3.11 on "Indirect Costs" "BudgetModification"

Justification

Please review the budget and attached budget narrative that was uploaded on September 15, 2020. This budget modification is needed to add an additional Consultant Contract for contracted therapy services. Due to COVID-19, our program has seen an increase in individual and crisis therapy sessions in the past 120 days as many victims are forced to quarantine with their abusers. Victims' symptoms are acute and need immediate trauma-focused therapy. We are unable to meet the current demand therefore, these additional therapy services are requested as part of the contractual budget. The proposed consultant has already been approved through our purchasing vendor approval process and is able to deliver services upon OVW approval. Budget detail narrative, vendor rate sheet, and current mental health counselor license attached.



GAM 68246 ICJR Extension 9.30.21

**Funded Award Details**

FAW-30715

Solicitation Title:

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Aisha Battle

Grant Award Administrator:

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Unpaid Balance:

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TIN:

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**Project Period Extension**

**Project Period Extension Start Date**

**Number of Months to extend Project Period Extension End Date**

12

**Current Project Period**

Current Start Date

10/01/2017

Current Completion Date

09/30/2020

**Requested Project Period**

Project Period Start Date

10/01/2017

Project Period End Date  
09/30/2021

**Total Period of Performance with Requested Extension**

Months

47

For guidance, see Chapter 3.5 "Adjustments to Awards" and "Grant Adjustment Notice" on budget modifications. "[Project Extension Guidance](#)".

Justification

OVW is approving this extension based on the OMB memorandum M-20-17, "Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19) due to Loss of Operations."

**Attachments**

**Grants Management Comments**

Close

GAM 68248 - Advocate Change

Solicitation Title:

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**Note:** Prior to submitting this request, please review any additional guidance provided by the Department of Justice office that issued the award. Any questions should be directed to the grant manager assigned to the award.

## Grantee Advocate Change

### Justification

Palm Beach County Victim Services & Certified Rape Crisis Center (PBCVS) provides a victim advocate as part of the OWW grant to provide direct services, crisis intervention, advocacy and support to victims of DV, SA, dating violence and stalking. Our victim advocate, Carrie Gale, has moved to another position within PBCVS and Tessa Jacobson will move into the OWW grant position. Resume attached.