

Agenda Item No. 3CC-1

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: August 17, 2021     Consent     Regular  
 Ordinance                       Public Hearing

Department:  
Submitted By: Palm Beach County Sheriff's Office  
Submitted For: Palm Beach County Sheriff's Office

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to: **A) Receive and File:** Grant Amendment 1 with the State of Florida, Office of the Attorney General to provide an additional \$92,250 in grant funds for the Palm Beach County Sheriff's Office to support the hire of one additional full time victim advocate position; and **B) Approve** a budget amendment of \$92,250 in the Sheriff's Grant Fund.

**Summary:** The Board of County Commissioners (BOCC) accepted this grant award for \$149,271 on March 9, 2021 (R-2021-0372). This Grant Modification #1 will provide an additional \$92,250 in grant funding to support the hire of one additional full time victim advocate position to concentrate on victims of human trafficking and other victims of violent crimes in Palm Beach County. The PBSO will provide the additional required cash match in the amount of \$19,493 through its approved operating budget. An increase in funding from the County may be requested through our annual budget process once the grant ends to support the additional position. The OAG Catalog of Federal Domestic Assistance (CFDA) Number for this program is 16.575 and OAG grant number VOCA-2020-Palm Beach County Sheriff-00745. Countywide (LDC)

**Background and Justification:** This agreement shall be performed in accordance with the VOCA, Victim Assistance Grant Final Program Guidelines, Federal Register, Vol. 62, No. 77, April 22, 1997, pp. 19607-19621 and the U.S. Department of Justice, Office of Justice Programs, Financial Guide. The Office for Victims of Crime (OVC) was established by the 1984 Victims of Crime Act (VOCA) to oversee diverse programs that benefit victims of crime. OVC provides substantial funding to state victim assistance and compensation programs—the lifeline services that help victims to heal. The State of Florida, Office of the Attorney General (OAG) is acting as a pass-through agency for the Victim of Crime Act (VOCA) grant.

**Attachments:**

- 1. Amendment 1
- 2. Budget Amendment
- 3. R-2021-0372

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RECOMMENDED BY: \_\_\_\_\_ DATE: 7/15/2021  
DEPARTMENT DIRECTOR

APPROVED BY: \_\_\_\_\_ DATE: 8/13/2021  
COUNTY ADMINISTRATOR

**II. FISCAL IMPACT ANALYSIS**

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

<b>Fiscal Years</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Capital Expenditures	0				
Operating Costs	\$111,743				
External Revenues	(\$92,250)				
Program Income (County)					
In-Kind Match (County)	0				
<b>Net Fiscal Impact</b>	<b>\$19,493</b>				
<b># Additional FTE Positions (Cumulative)</b>	<b>1</b>				
Is Item Included in Current Budget:	YES _____	NO _____	X _____		
Does this item include the use of Federal Funds:	Yes _____	X _____	No _____		
Budget Account	Fund 1152	Agency 160	Org 2387	Object 3129	
No.:	_____	_____	_____	_____	
Reporting Category	_____				

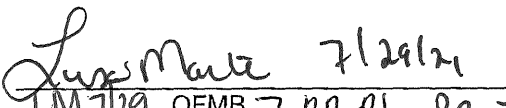
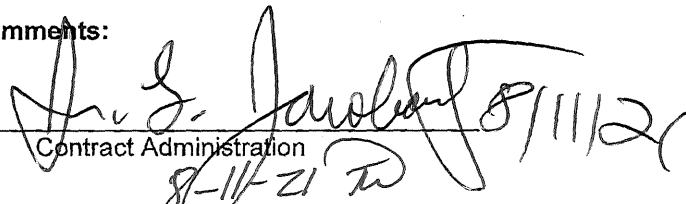
**B. Recommended Sources of Funds / Summary of Fiscal Impact:**

The Victims of Crime Act FY20 grant is funded by the State of Florida, Office of the Attorney General as a pass-through. The PBSO will provide the additional required cash match in the amount of \$19,493 through its approved operating budget. No additional funds are required until grant funding expires.

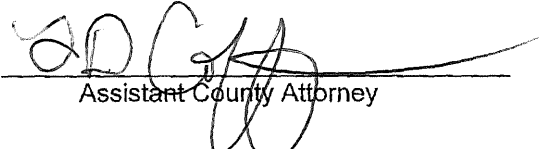
Victims of Crime Act FY20 Grant	\$ 149,271
Required Cash Match	\$ 40,887
Victims of Crime Act FY20 Grant-Mod #1	\$ 92,250
Required Cash Match—Mod #1	\$ 19,493
<b>Total Program Budget</b>	<b>\$ 301,901</b>

**III. REVIEW COMMENTS**

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

 7/29/21  
 UM 7/19 OFMB 7/22/21 BR 7/29  
 8/11/21  
 Contract Administration  
 8-11-21 TW

**B. Legal Sufficiency:**

  
 Assistant County Attorney

**C. Other Department Review:**

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

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

**AMENDMENT NO. 1 TO**  
**AGREEMENT BETWEEN THE STATE OF FLORIDA**  
**DEPARTMENT OF LEGAL AFFAIRS**  
**OFFICE OF THE ATTORNEY GENERAL**  
**AND**  
**PALM BEACH COUNTY SHERIFF'S OFFICE**

**AGREEMENT NUMBER VOCA-2020-Palm Beach County Sheriff-00745**

The State of Florida, Department of Legal Affairs, Office of the Attorney General, (AGENCY), 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 Sheriff's Office, referred to as “the Provider,” and jointly referred to as “the Parties amend AGREEMENT NUMBER VOCA-2020-Palm Beach County Sheriff-00745 (the AGREEMENT) to increase the total amount of funds available for reimbursement under the AGREEMENT for all approved VOCA allowable costs. Accordingly, the AGREEMENT is amended as follows:

1. Page 16, Article 34, AMOUNT OF FUNDS, is deleted in its entirety and replaced with the following:

The OAG will 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 this Agreement. Effective March 1, 2021, the total sum of monies available for reimbursement to the Provider for services provided will not exceed \$241,521.00.

“Availability to Provide Services” is defined as maintaining sufficient capacity to assist victims during the Provider’s business hours throughout the Agreement term. Provider’s business hours should be set during standard business work hours, which are between 8:00 a.m. to 6:00 p.m. Monday through Friday, unless otherwise approved as alternative standard business work 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, AUTHORIZED EXPENDITURES, of this Agreement.

2. All provisions in the AGREEMENT and any attachments thereto in conflict with this amendment are hereby changed to conform with this amendment.
3. All provisions in the AGREEMENT not in conflict with this amendment are still in effect and are to be performed at the level specified in the AGREEMENT.
4. This amendment and all its attachments are hereby made a part of the AGREEMENT.
5. This amendment is effective on March 1, 2021 or upon execution by both parties, whichever is later.

**IN WITNESS WHEREOF**, the AGENCY and the PROVIDER have executed this Amendment No. 1 to the AGREEMENT.

PALM BEACH COUNTY  
SHERIFF'S OFFICE

FLORIDA DEPARTMENT OF LEGAL AFFAIRS,  
OFFICE OF THE ATTORNEY GENERAL

BY: *Ric Bradshaw*  
AUTHORIZING OFFICIAL


BY: */s/ Richard H. Martin*  
RICHARD MARTIN  
CHIEF OF STAFF

Ric L. Bradshaw  
PRINT NAME

Feb 26, 2021  
DATE

Mar 3, 2021  
DATE:

**Office of the Attorney General  
Grant Award Project Summary**

	Office of the Attorney General Division of Victim Services Bureau of Advocacy and Grants Management PL-01 The Capitol Tallahassee, Florida 32399-1050	<p align="center"><b>Office of the Attorney General Victims of Crime Act Grant</b></p>	<p align="center"><b>2020-2021</b></p>
Subrecipient Name and Address Palm Beach County Sheriff's Office 3228 Gun Club Road West Palm Beach, Florida 33406-3001		OAG Grant Number  VOCA-2020-Palm Beach County Sheriff-00745 Amendment 1	
Subrecipient DUNS Number 182809921		Project Period: From 10/1/2020 To 9/30/2021	
Subrecipient IRS/Vendor/FEIN Number 596000789		Budget Period: From 10/1/2020 To 9/30/2021	
Project Title  OVC FY 18 VOCA Victim Assistance Formula		Award Date 10/07/2020	Award is R&D (Y/N) No
		Federal Indirect Cost Rate or De Minimis Rate	
Previous Award Amount \$149,271.00		Amount of this Award \$92,250.00	Total Award \$241,521.00
Special Conditions The above grant project is approved subject to such conditions or limitations as are set forth in the Office of the Attorney General contract.			
Catalog of Domestic Federal Assistance (CFDA Number) 16.575 – Crime Victim Assistance			
Summary Description of Project This grant award provides funds from the Crime Victims Fund to enhance crime victim services in the State of Florida. Victims of Crime Act (VOCA) assistance funds are typically competitively awarded by the Office of the Attorney General to public agencies and/or local, not-for-profit organizations that provide direct services to crime victims.			
Federal Award Agency U.S. Department of Justice Office of Justice Programs Office for Victims of Crime		OVC Project Period, Award Date  2018-2019: From 10/1/2017 to 9/30/2021	
OVC Federal Award Number 2018-V2-GX-0018 – Awarded 08-09-2018		OVC Total Award to OAG \$210,755,732	
OAG Staff Contact Christina Harris, Bureau Chief (850) 414-3380		Bureau Contact <a href="mailto:contact.voca@myfloridalegal.com">contact.voca@myfloridalegal.com</a> (850) 414-3380	
Signature, OAG Authorizing Official, Date  <i>/s/ Richard H. Martin</i> Feb 26, 2021		Signature, Agency Executive Director, Date  <i>Ric Bradshaw</i> Mar 3, 2021	









# Amendment 1 - Palm Beach County Sheriff's Office

Final Audit Report

2021-03-03

Created:	2021-02-25
By:	Rebekah Smith (rebekah.smith@myfloridalegal.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAu0CHbkiG2uR3uuRQTAA34DSLncJqk-Ru

## "Amendment 1 - Palm Beach County Sheriff's Office" History

-  Document created by Rebekah Smith (rebekah.smith@myfloridalegal.com)  
2021-02-25 - 3:22:30 PM GMT- IP address: 164.51.33.5
-  Document emailed to /s/ Richard H. Martin (richard.martin@myfloridalegal.com) for signature  
2021-02-26 - 5:11:15 PM GMT
-  Email viewed by /s/ Richard H. Martin (richard.martin@myfloridalegal.com)  
2021-02-26 - 6:56:20 PM GMT- IP address: 164.51.33.5
-  Document e-signed by /s/ Richard H. Martin (richard.martin@myfloridalegal.com)  
Signature Date: 2021-02-26 - 6:56:32 PM GMT - Time Source: server- IP address: 164.51.33.5
-  Document emailed to Ric Bradshaw (bradshawr@pbso.org) for signature  
2021-02-26 - 6:56:35 PM GMT
-  Email viewed by Ric Bradshaw (bradshawr@pbso.org)  
2021-02-26 - 7:21:12 PM GMT- IP address: 174.227.133.100
-  Document e-signed by Ric Bradshaw (bradshawr@pbso.org)  
Signature Date: 2021-03-03 - 6:00:54 PM GMT - Time Source: server- IP address: 209.149.216.2
-  Agreement completed.  
2021-03-03 - 6:00:54 PM GMT



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21- 1011

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

Page 1 of 1

BuEX: 072921\*1679  
BuRU: 072921\*532

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>Victims of Crime Act FY20</u>								
160-2387-3129	Federal Grant - Other Public Safety	0	149,271	92,250	0	241,521		
	<b>TOTAL REVENUES</b>	10,807,823	\$10,380,527	\$92,250	\$0	10,472,777		
<b>Expenditures</b>								
<u>Victims of Crime Act FY20</u>								
160-2387-9498	Transfer to Sheriff's Fund 1902	0	149,271	92,250	0	241,521		
	<b>TOTAL EXPENDITURES</b>	10,807,823	\$10,380,527	\$92,250	\$0	10,472,777		

Palm Beach County Sheriff's Office

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

*[Signature]* 7/15/2021  
*[Signature]* 7/29/21

By Board of County Commissioners  
At Meeting of August 17, 2021

Deputy Clerk to the  
Board of County Commissioners

Agenda Item No. **3CC-1**  
**MCBIRW7-0**  
**R-2021-0372**

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: March 9, 2021       Consent     Regular  
 Ordinance                       Public Hearing

Department:  
Submitted By: Palm Beach County Sheriff's Office  
Submitted For: Palm Beach County Sheriff's Office

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to: A) Accept on behalf of the Palm Beach County Sheriff's Office an Agreement Between the State of Florida, Office of the Attorney General and the Palm Beach County Sheriff's Office for a Victim of Crime Act (VOCA) award in the amount of \$149,271 for the period October 1, 2020 through September 30, 2021; and (B) Approve a budget amendment of \$149,271 in the Sheriff's Grants Fund.

**Summary:** On October 1, 2020, the Palm Beach County Sheriff's Office (PBSO) received a VOCA grant. These funds will be used to continue funding the two victim advocate positions to concentrate on the domestic violence, human trafficking, and violent crime victim population in Palm Beach County. Both positions will coordinate services with PBSO officers, the County's Victim Services Programs, and other municipal agencies to offer crisis intervention, lethality assessments, safety plans, and case management services. The PBSO will provide the required cash match in the amount of \$40,887 through its approved operating budget. An increase in funding from the County may be requested through our annual budget process once the grant ends. The OAG Catalog of Federal Domestic Assistance (CFDA) Number for this program is 16.575 and OAG grant number VOCA-2020-Palm Beach County Sheriff-00745. Countywide (LDC)

**Background and Justification:** This agreement shall be performed in accordance with the VOCA, Victim Assistance Grant Final Program Guidelines, Federal Register, Vol. 62, No. 77, April 22, 1997, pp. 19607-19621 and the U.S. Department of Justice, Office of Justice Programs, Financial Guide. The Office for Victims of Crime (OVC) was established by the 1984 Victims of Crime Act (VOCA) to oversee diverse programs that benefit victims of crime. OVC provides substantial funding to state victim assistance and compensation programs—the lifeline services that help victims to heal. The State of Florida, Office of the Attorney General (OAG) is acting as a pass-through agency for the Victim of Crime Act (VOCA) grant.

**Attachments:**

1. Budget Amendment
2. Agreement with the State of Florida, Office of the Attorney General

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RECOMMENDED BY: \_\_\_\_\_ DATE: 2/8/2021  
DEPARTMENT DIRECTOR

APPROVED BY: \_\_\_\_\_ DATE: 2/22/21  
COUNTY ADMINISTRATOR



**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	0				
Operating Costs	\$190,158				
External Revenues	(\$149,271)				
Program Income (County)					
In-Kind Match (County)	0				

Net Fiscal Impact           \$40,887

# Additional FTE  
Positions                       1  
(Cumulative)

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

Does this item include the use of Federal Funds: Yes   X   No \_\_\_\_\_

Budget Account   Fund   1152   Agency   160   Org   2387   Object   3129  
No.: \_\_\_\_\_

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

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

The Victims of Crime Act FY20 grant is funded by the State of Florida, Office of the Attorney General as a pass-through. The PBSO will provide the required cash match in the amount of \$40,887 through its approved operating budget. No additional funds are required until grant funding expires.

Victims of Crime Act FY20 Grant	\$ 149,271
Required Cash Match	<u>  \$ 40,887  </u>
Total Program Budget	\$ 190,158

**III REVIEW COMMENTS**

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

John Menta 2/12/21  
OFMB BR 2/12

Jim S. Jacobson 2/16/21  
Contract Administration  
2-16-21 TL

**B. Legal Sufficiency:**

Rue Bu to DCoffman 2/17/21  
Assistant County Attorney

**C. Other Department Review:**

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

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