

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

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Meeting Date: December 6, 2022      [ X ] Consent      [ ] Regular  
   [ ] Ordinance      [ ] 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:** Amendment 10 for subcontract #16TFGR26 with the Florida Council Against Sexual Violence (FCASV) in the amount of \$270,971 to define tasks and deliverables for the period of July 1, 2022 through June 30, 2023, to provide sexual assault recovery services for a total of \$1,204,811 for the period of July 1, 2016 through June 30, 2026; and
- B) **approve:** budget amendment of \$114,801 in the Public Safety Grants Fund to adjust the budget to the actual grant awards.

**Summary:** FCASV provides funding to Palm Beach County Department of Public Safety Division of Victim Services (DVS) through the award of annual grants to support and enhance sexual assault recovery services to primary and secondary victims. Amendment 10 to subcontract #16TFGR26 (R2016-1195,CSFA 64.061 and CSFA 64.069), revises the contract amount from \$1,090,010 to \$1,204,811 which is inclusive of the \$933,840 allocation received in the previous grant periods and \$270,971 allocated for the current grant period. Amendment 10 reduces the Rape Crisis Trust Fund Award from \$58,456 to \$57,575 due to a reduction in funds allocated from the Department of Health and provides additional General Revenue (GR+) funding in the amount of \$115,682 effective September 1, 2022 for staff salaries and benefits. Amendment 10 also requires a Monthly Expenditure Report to report GR+ expenditures on a monthly basis to verify that funds are spent on allowable costs. These contracts will continue to fund two Victim Advocates and one Victim Services Project Coordinator. The Project Coordinator specializes in follow up care for victims of sexual assault and provides services such as organizing comprehensive medical follow up and other supportive services as needed. All other provisions in the contract are still in effect and are to be performed at the level specified in the contract. If grant-funding ceases, the positions associated with these contracts will be deleted from the DVS complement. R2006-0095 authorized the County Administrator or designee to execute FCASV grant contracts on behalf of the County. **No County matching funds are required.**  
Countywide (RS)

**Background and Justification: Continued on page 3**

- Attachments:**
- 1) FCASV Executed Amendment 10 - 16TFGR26
  - 2) Budget Amendment Fund 1426 Public Safety Grants

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Recommended By: *[Signature]*                                      11/7/22  
   Department Director                                      Date  
Approved By: *[Signature]*                                      11/22/22  
   Assistant County Administrator                                      Date

**II. FISCAL IMPACT ANALYSIS**

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

<b>Fiscal Years</b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>	<b><u>2026</u></b>
Personal Costs	\$114,801			
Capital Expenditures				
Operating Costs				
External Revenues	(114,801)			
Program Income (County)				
In-Kind Match (County)				
<b>Net Fiscal Impact</b>	<b>0</b>			

**# ADDITIONAL FTE POSITIONS (Cumulative)** \_\_\_\_\_

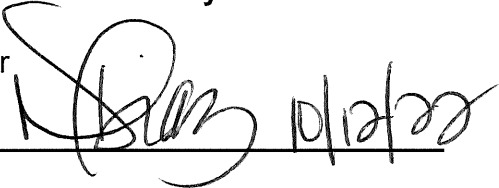
Is Item Included In Current Budget? Yes \_\_\_\_\_ No X  
 Does this item include the use of federal funds? Yes \_\_\_\_\_ No X

Budget Account Exp No: Fund 1426 Department 662 Unit 3230/3233  
 Object Varies  
 Rev No: Fund 1426 Department 662 Unit 3230/3233  
 RevSc 3429

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

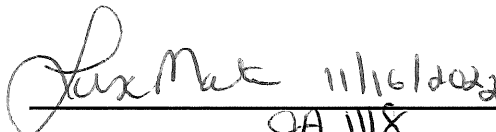
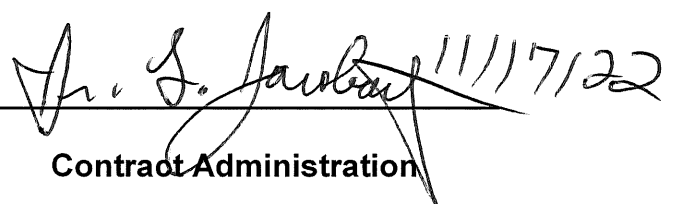
Grant: FCASV (Sexual Assault) Program  
 Fund: 1426 – Public Safety Grant  
 Department: 662 – Public Safety  
 Unit: 3230 – Sexual Assault Violence Grant – RCP  
 3233 – GR+ – Sexual Assault Recovery Services

\* 2 victim advocates, 1 project coordinator

Departmental Fiscal Review: \_\_\_\_\_  


**III. REVIEW COMMENTS**

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

 11/16/2022  
 OFMB 9A 1118  11/17/22  
 Contract Administration

**B. Legal Sufficiency:**

  
 Assistant County Attorney 11/22/22

**C. Other Department Review:**

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

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

## **Background and Justification continued from page 1:**

**Background and Justification:** DVS has provided advocacy services to victims of violent crimes for over 45 years and is the only Certified Rape Crisis Center in Palm Beach County. PBCDVS coordinates SART, which is a community-based team that responds to victims of sexual assault. SART is comprised of victim advocates, hospital personnel, forensic nurses, law enforcement, prosecutors, and any other professionals. Regular outreach and training is provided to SART members and local community based agencies. From July 1, 2021 to June 30, 2022, the PBCDVS assisted 1,024 new and ongoing primary and secondary victims with 12,536 units of service.

16TFGR26

TENTH AMENDMENT TO THE STANDARD SUBCONTRACT 16TFGR26

This Amendment, entered into between the Florida Council Against Sexual Violence, hereinafter referred to as the "Council" and Palm Beach County, A Political Subdivision of the State of Florida hereinafter referred to as the "Provider," amends subcontract number 16TFGR26.

Accordingly, the subcontract is amended as follows:

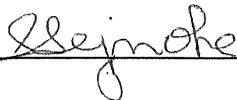
1. Due to a reduction in the Council's Rape Crisis Trust Fund award from the Department of Health, the Provider's award for the period July 1, 2022 – June 30, 2023 is reduced to \$57,575.00.
2. The Provider shall receive an additional General Revenue (GR+) award for the period September 1, 2022 – June 30, 2023 in the amount of \$115,682.00. Expenditures related to this funding source are limited to sexual assault services staff Salaries and Benefits. Budget line items and expenditures must prioritize the increase in salaries to at least \$15 per hour.
3. Attachment I C.4.b. is hereby modified to add the following:
  - 8) Monthly Expenditure Report (MER). The Provider shall submit a completed MER form (incorporated herein by reference) to report GR+ expenditures to the Council contract manager on a monthly basis, to verify that funds are spent on allowable costs. The report shall be due by the 15<sup>th</sup> day of the month following the month in which services were provided.
3. Attachment II, Exhibit 1, Financial and Compliance Audit, is deleted entirely and replaced as attached hereto.
4. Attachment III (invoice) is deleted entirely and replaced as attached hereto.

This amendment shall begin on September 1, 2022 and shall be retroactive to that date if executed thereafter. 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. This amendment and all its attachments are hereby made a part of the subcontract.

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

PALM BEACH COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA:

BY: 

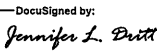
NAME: Stephanie Sejnoha

TITLE: Director, Public Safety

DATE: 10/3/2022  
APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By:  9/30/22  
County Attorney

FLORIDA COUNCIL AGAINST SEXUAL VIOLENCE

BY: DocuSigned by:   
505079503E004E0...

NAME: Jennifer L. Dritt, LCSW

TITLE: Executive Director

DATE: 10/3/2022 | 10:58 AM PDT  
APPROVED AS TO TERMS AND CONDITIONS

By:   
Division Director

EXHIBIT – 1

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

Federal Program 1	<u>  N/A  </u>	CFDA#	Title	\$	_____	
Federal Program 2	<u>  N/A  </u>	CFDA#	Title	\$	_____	
TOTAL FEDERAL AWARDS					\$	_____

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

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

CSFA# <u>64.061</u>	Title	<u>Rape Crisis Program Trust Fund – Sexual Battery Victims’ Access to Services Act</u>	<u>\$57,575.00</u>
CSFA# <u>64.069</u>	Title:	<u>Rape Crisis Centers</u>	<u>\$97,714.00</u>
CSFA#: <u>TBD</u>	Title:	<u>Rape Crisis Centers GR+</u>	<u>\$115,682.00</u>
TOTAL STATE FINANCIAL ASSISTANCE AWARDED PURSUANT TO SECTION 215.97, F.S.:			<u>\$270,971.00</u>

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:

FL Dept. of Financial Services, Reference Guide for State Expenditures

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, A Political Subdivision of the State of Florida		Subcontractor Number: 16TFGR26				
Address: 205 N. Dixie Highway, Suite 5100, West Palm Beach, FL, 33415						
<u>Service Period</u> (check one)		<u>TF Monthly Rate</u>	<u>GR Monthly Rate</u>	<u>GR+ Monthly Rate</u>		
Jul-22 <input type="checkbox"/>	Nov-22 <input type="checkbox"/>	Mar-23 <input type="checkbox"/>	July 2022 – Aug 2022	July 2022 – Aug 2022	July 2022 – Aug 2022	
Aug-22 <input type="checkbox"/>	Dec-22 <input type="checkbox"/>	Apr-23 <input type="checkbox"/>	\$4,871.00	\$8,142.00	\$0.00	
Sept- 22 <input type="checkbox"/>	Jan-23 <input type="checkbox"/>	May-23 <input type="checkbox"/>	Sept. 2022-May 2023	Sept. 2022-May 2023	Sept. 2022-May 2023	
Oct-22 <input type="checkbox"/>	Feb-23 <input type="checkbox"/>	June-23 <input type="checkbox"/>	\$4,871.00	\$8,142.00	\$11,568.00	
			June 2023	June 2023	June 2023	
			\$3,994.00	\$8,152.00	\$11,570.00	
<u>Summary of Payments</u>			<u>(FOR FCASV USE ONLY)</u>			
	<u>TF</u>	<u>GR</u>	July 2022-Aug. 2022 combined monthly total: <b><u>\$13,013.00</u></b> Sept. 2022-May 2023 combined monthly total: <b><u>\$24,581.00</u></b> June 2023 combined total <b><u>\$23,716.00</u></b>			
SFY 2023-22 Allocation:	<b><u>\$57,575.00</u></b>	<b><u>\$97,714.00</u></b>				
Amount of this invoice:	\$	\$				
(NOTE: ALL FUNDS MUST BE ENCUMBERED BY June 30 <sup>th</sup> .)  I certify that the above report is a true and correct reflection of this period's activities, as stipulated in this contract.			<u>Penalties</u>			
			_____ \$ _____ _____ \$ _____ Total: \$ _____			
Signature of Provider Agency Official _____ Date _____  Print Name and Title _____ Phone # _____			<u>TF</u>	<u>GR</u>	<u>GR+</u>	
			Invoice Request	\$	\$	\$
			Less Penalty	\$	\$	\$
Amount Approved _____			\$	\$	\$	
Total Approved For Payment By The Council: \$ _____			_____ Signature _____ Date _____			

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BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

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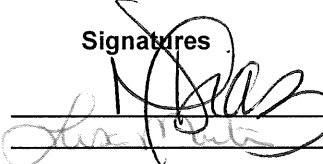

BGEX - 662- 0915220000000001781  
BGRV - 662- 0915220000000000524

FUND 1426 - Public Safety Grant

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 9/15/2022	REMAINING BALANCE
<b>Revenue</b>								
1426-662-3230-3429	State Grnt Other Public Safety	58,548	58,548		881	57,667		
1426-662-3233-3429	State Grnt Other Public Safety	0	0	115,682		115,682		
	<b>Total Revenue and Balance</b>	<b>2,261,834</b>	<b>2,261,834</b>	<b>115,682</b>	<b>881</b>	<b>2,376,635</b>		
<b>Expense</b>								
1426-662-3230-1201	Salaries & Wages	43,930	43,930		881	43,049	34,382	8,667
1426-662-3233-1201	Salaries & Wages	0	0	79,086	0	79,086	99,809	-20,723
1426-662-3233-2101	Fica-Taxes	0	0	4,903	0	4,903	5,970	-1,066
1426-662-3233-2105	Fica Medicare	0	0	1,147	0	1,147	1,396	-249
1426-662-3233-2201	Retirement Contributions-FRS	0	0	9,419	0	9,419	11,035	-1,616
1426-662-3233-2301	Insurance-Life & Health	0	0	21,127	0	21,127	24,093	-2,966
	<b>Total Appropriation and Expenditures</b>	<b>2,261,834</b>	<b>2,261,834</b>	<b>115,682</b>	<b>881</b>	<b>2,376,635</b>		

**PUBLIC SAFETY**  
INITIATING DEPARTMENT/DIVISION  
Administration/Budget Department Approval  
OFMB Department - Posted

Signatures \_\_\_\_\_ Date \_\_\_\_\_  



By Board of County Commissioners  
At Meeting of \_\_\_\_\_  
12/6/2022  
Deputy Clerk to the  
Board of County Commissioners