

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

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Meeting Date: December 6, 2022	<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) approve:** Amendment 5 for subcontract 18SAS26 with the Florida Council Against Sexual Violence (FCASV) to provide sexual assault services increasing the total subcontract amount by \$94,926 for the period of August 1, 2022 through July 31, 2023; and

- B) approve:** a budget amendment in the amount of \$77,203 in the Public Safety Grants Fund to adjust the budget to the actual grant award.

Summary: This is year five of a Sexual Assault Services Program (SASP) Formula Grant (CFDA#16.017) that was awarded by FCASV to the Palm Beach County Division of Victim Services (PBCDVS) to support and provide sexual assault services to primary and secondary victims. Amendment 5 to contract #18SAS26 (R2018-1038) revises the total contract amount to \$498,979 which is inclusive of the \$99,654 allocation received in Grant Year (GY) 18, \$103,135 allocation in GY19, \$106,338 allocation in GY20, \$94,926 allocation in GY21 and \$94,926 allocation in GY22. This Amendment provides continued funding to the County for one full time Victim Advocate position to increase intervention, advocacy, accompaniment and support services to adult, youth, and child victims of sexual assault and those collaterally impacted by the victimization. Emphasis is on the lesbian, gay, bi-sexual, transgender and queer (LGBTQ) communities. If grant funding ceases, the position associated with this grant will be deleted from the PBCDVS complement. **No County matching funds are required. Countywide** (RS)

Background and Justification: continued on page 3.

Attachments:

- 1) FCASV Amendment 5 – 18SAS26
- 2) Budget Amendment Fund 1426 Public Safety Grants

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Recommended By: Seinoko 11/2/22
Date
Department Director

Approved By: [Signature] 11/22/22
Date
Assistant County Administrator

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Personal Services	\$79,407				
Operating Costs	15,519				
External Revenues	(94,926)				
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	<u>0</u>				

ADDITIONAL FTE

POSITIONS (Cumulative)	0	0	0	0	0
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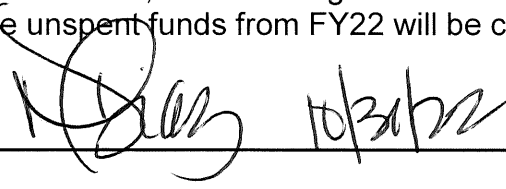
Is Item Included In Current Budget? Yes No
 Does this item include the use of federal funds? Yes No

Budget Account Exp No: Fund 1426 Department 662 Unit 3232 Object varies
 Rev No: Fund 1426 Department 662 Unit 3232 RevSc 3129

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


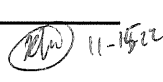
Grant: FCASV (Sexual Assault) Program
 Fund: 1426 – Public Safety Grant
 Department: Public Safety
 Unit: 3232 – Sexual Assault Formula Grant (SASP)


*Showing full grant award in FY23. However, due to the grant start date of August 1, 2022, funds were spent in FY22. The unspent funds from FY22 will be carried forward to FY23.

Departmental Fiscal Review:  10/31/22

III. REVIEW COMMENTS

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

 11/16/2022
 OFMB 9A 11/8  11-15-22

 11/17/22
 Contract Administration

B. Legal Sufficiency:

 11/22/22
 Assistant County Attorney

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

PBCDVS 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 the Sexual Assault Response Team (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 services.

FIFTH AMENDMENT TO FLORIDA COUNCIL AGAINST SEXUAL VIOLENCE
STANDARD SUBCONTRACT 18SAS26

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 18SAS26.

Revisions for the period of August 1, 2022 through July 31, 2023 are as follows:

1. The Provider shall receive an award in the amount of \$94,926.00 for the period August 1, 2022 – July 31, 2023.
2. Attachment I, Exhibit 1, Financial and Compliance Audit, is deleted entirely and replaced as attached hereto.
3. Attachment III, Invoice, is deleted entirely and replaced as attached hereto.
4. Appendix B, SASP Deliverables, is deleted entirely and the 2022-2023 version is incorporated herein by reference. Modifications may be made upon written request and approval by the Council during the annual award period.

This amendment shall begin on August 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 (4) page amendment to be executed by their officials thereunto duly authorized.

ATTEST:
JOSEPH ABRUZZO
CLERK AND COMPTROLLER

PALM BEACH COUNTY, A POLITICAL
SUBDIVISION OF THE STATE OF
FLORIDA, BY AND THROUGH ITS
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

BY: _____

WITNESS:

NAME: _____

Signature

TITLE: Mayor

Name (type or print)

DATE: _____

Signature

Name (type or print)

FLORIDA COUNCIL AGAINST SEXUAL VIOLENCE

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

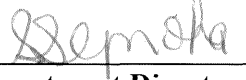
BY: _____

By:  11/24/20
County Attorney

NAME: Jennifer L. Dritt, LCSW

**APPROVED AS TO TERMS
AND CONDITIONS**

TITLE: Executive Director

By: 
Department Director

DATE: _____

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

Federal Program 2 N/A CFDA# _____ Title _____ \$ _____

TOTAL FEDERAL AWARDS \$94,926.00

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: None

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

Financial assistance not subject to Sec. 215.97, F.S. or 2 CFR Part §200.40: \$00

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 - Invoice

Provider: Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of County Commissioners Address: 205 N. Dixie Highway Suite 5100, West Palm Beach, FL, 33415		Subcontractor Number: 18SAS26													
<p align="center"><u>Service Quarter</u> (check one)</p> Aug 2022 –Oct 2022 (invoice due 11/10/22) <input type="checkbox"/> Nov 2022–Jan 2023 (invoice due 2/10/23) <input type="checkbox"/> Feb 2023 – Apr 2023 (invoice due 5/10/23) <input type="checkbox"/> May 2023– July 2023 (invoice due 8/10/23) <input type="checkbox"/>		<p align="center"><u>SASP Quarterly Rate</u></p> Aug 2022 - Oct 2022: \$21,451.00 Nov 2022 - Jan 2023: \$24,492.00 Feb 2023 - Apr 2023: \$24,492.00 May 2023 - Jul 2023: \$24,491.00													
<p align="center"><u>Summary of Payments</u></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">SFY 2022-2023 Allocation:</td> <td style="padding: 2px; text-align: right;">\$94,926.00</td> </tr> <tr> <td style="padding: 2px;">Amount of this invoice:</td> <td style="padding: 2px; text-align: right;">\$ _____</td> </tr> </table>		SFY 2022-2023 Allocation:	\$94,926.00	Amount of this invoice:	\$ _____	<p align="center"><u>(FOR FCASV USE ONLY)</u></p> <p align="center"><u>Penalties</u></p> Quarterly Rate: \$ _____									
SFY 2022-2023 Allocation:	\$94,926.00														
Amount of this invoice:	\$ _____														
(NOTE: ALL FUNDS MUST BE ENCUMBERED BY July 31 st .) I certify that the above report is a true and correct reflection of this period's activities, as stipulated in this subcontract.		Description:													
<table style="width:100%; border: none;"> <tr> <td style="width: 50%; border: none;">_____</td> <td style="width: 50%; border: none; text-align: right;">\$ _____</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none; text-align: right;">\$ _____</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none; text-align: right;">\$ _____</td> </tr> <tr> <td style="border: none;"></td> <td style="border: none; text-align: right;">Total: \$ _____</td> </tr> </table>		_____	\$ _____	_____	\$ _____	_____	\$ _____		Total: \$ _____	<p align="center"><u>Payment Approval</u></p> <p align="center">Total Approved For Payment:</p> \$ _____					
_____	\$ _____														
_____	\$ _____														
_____	\$ _____														
	Total: \$ _____														
<table style="width:100%; border: none;"> <tr> <td style="width: 50%; border: none;">_____</td> <td style="width: 50%; border: none; text-align: right;">_____</td> </tr> <tr> <td style="border: none;">Signature of Provider Agency Official</td> <td style="border: none; text-align: right;">Date</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none; text-align: right;">_____</td> </tr> <tr> <td style="border: none;">Print Name and Title</td> <td style="border: none; text-align: right;">Phone #</td> </tr> </table>		_____	_____	Signature of Provider Agency Official	Date	_____	_____	Print Name and Title	Phone #	<table style="width:100%; border: none;"> <tr> <td style="width: 50%; border: none;">_____</td> <td style="width: 50%; border: none; text-align: right;">_____</td> </tr> <tr> <td style="border: none;">Signature</td> <td style="border: none; text-align: right;">Date</td> </tr> </table>		_____	_____	Signature	Date
_____	_____														
Signature of Provider Agency Official	Date														
_____	_____														
Print Name and Title	Phone #														
_____	_____														
Signature	Date														

Appendix B
Palm Beach County Board of County Commissioners
Sexual Assault Services Program (SASP) FY 2022-23
Timeline of Activities August 1, 2022 – July 31, 2023

Provider Name:			
Activity	Target	Projected Completion Period	Required Documentation
1. Maintain employment of one advocate housed at the SART Center	On-Going	7/31/2023	Resume
2. Advocate provides 600 direct services to 48 victims.	Annual	7/31/2023	SVDR entry monthly, quarterly progress report
3. Advocate provides 15 direct services to 3 secondary victims per quarter.	Quarterly	10/31/2022 1/31/2023 4/30/2023 7/31/2023	Enter services into SVDR monthly, report on progress each quarter
4. Host one (1) quarterly (in-person or virtual) psychoeducational sessions geared toward friends and family members of sexual assault survivors.	Quarterly	10/31/2022 1/31/2023 4/30/2023 7/31/2023	Enter services into SVDR monthly, report on progress each quarter
5. Receive referrals from Compass for those clients calling or walking into Compass Community Center disclosing sexual assault and in need of services.	On-going	7/31/2023	Intake Form
6. Conduct 2 meetings per quarter with Local Social Service Providers to address service gaps and action steps for inclusion or outreach to the LGBTQ community.	On-going	7/31/2023	Sign-in Sheets Service Provider Form

7. Participate in One Compass large event (in-person or virtually) to increase awareness of sexual assault	On-going	7/31/2023	Photos, social media posts
8. Cross promote Compass/Victim Services on websites and social media	On-going	7/31/2023	Copies and or screen shots of social media posts
9. 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, 2023 (for the period of August through December 2022).	Second Quarter	1/15/2023	Completion of report.

Provider Name: Palm Beach County Board of County Commissioners

Signature

Name

Mayor _____
Title

Date

23 - 0194

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGEX - 662- 1013220000000000106
BGRV - 662- 1013220000000000024

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 11/15/2022	REMAINING BALANCE
Revenue								
1426-662-3232-3129	Fed Grnt Oth Public Safety	94,926	94,926	77,203		172,129		
	Total Revenue and Balance	2,261,834	2,668,043	77,203	0	2,745,246		
Expense								
1426-662-3232-1201	Salaries & Wages Regular	60,836	60,836	44,621	0	105,457	9,790	95,667
1426-662-3232-1301	Sal & Wages Non-Frs Employees	1	1	0	0	1	0	1
1426-662-3232-1401	Salaries & Wages Overtime	1	1	0	0	1	0	1
1426-662-3232-1501	Wages-Special-No Frs Contrib	1	1	0	0	1	0	1
1426-662-3232-1504	Wages-Union Sick-No Frs Cntrb	1	1	0	0	1	0	1
1426-662-3232-2101	Fica-Taxes	3,772	3,772	2,756	0	6,528	598	5,930
1426-662-3232-2105	Fica Medicare	882	882	645	0	1,527	140	1,387
1426-662-3232-2201	Retirement Contributions-Frs	7,276	7,276	5,314	0	12,590	1,166	11,424
1426-662-3232-2301	Insurance-Life & Health	17,525	17,525	11,245	0	28,770	1,023	27,747
1426-662-3232-3401	Other Contractual Services *	3,000	3,000	4,880	0	7,880	0	7,880
1426-662-3232-4001	Travel And Per Diem	500	500	0	0	500	0	500
1426-662-3232-4007	Travel-Mileage	500	500	2,115	0	2,615	0	2,615
1426-662-3232-4811	Promotional Items	100	100	0	0	100	0	100
1426-662-3232-4941	Registration Fees	100	100	0	0	100	0	100
1426-662-3232-4945	Advertising	400	400	4,880	0	5,280	0	5,280
1426-662-3232-5101	Office Supplies	31	31	747	0	778	0	778
	Total Appropriation and Expenditures	2,261,834	2,668,043	77,203	0	2,745,246		
		94,926	94,926	77,203				

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

Signatures _____ Date _____
Digitally signed by Mariana Diaz
Reason: I am the author of this document
Date: 2022.11.15 16:58:12-05'00'
Mariana Diaz 11/16/2022

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