

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

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Meeting Date: February 3, 2026

[] 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:

- A) **receive and file** a Second Amendment to Subcontract 23SAS26 with the Florida Council Against Sexual Violence (FCASV) increasing the amount by \$120,000 for a new total amount of \$360,000 for the period retroactive to August 1, 2025 through July 31, 2026 to provide sexual assault services; and
- B) **approve** a Budget Amendment of \$100,000 in the Public Safety Grants Fund to recognize the grant award.

Summary: Palm Beach County, Department of Public Safety, Division of Victim Services (DVS) was awarded a Sexual Assault Services Program (SASP) Formula Grant, Assistance Listing Number (ALN) 16.017 (R2024-0088), from the FCASV in the amount of \$240,000 for the first two (2) years of a three (3)-year funding cycle ending in June 2026. The Second Amendment to the FCASV Subcontract 23SAS26 (Second Amendment), revises the contract amount from \$240,000 to \$360,000. The Second Amendment defines tasks/deliverables such as client eligibility, the expansion of advocacy services, accessibility of victim services and outreach by creating partnerships with El Sol and the Guatemalan Maya Center. This subcontract will continue to fund one (1) Victim Services Grant Coordinator whose responsibility is to coordinate all activities associated with this project including direct services, outreach, strategic planning and project evaluation. The Victim Services Grant Coordinator position will be approved for the length of the grant funding and will be deleted from the DVS complement when funding is discontinued. Retroactive approval is being requested due to the Florida Department of Health (DOH) not releasing the funding to FCASV until mid-October. As the only certified rape crisis program in Palm Beach County, for the period of July 1, 2024 to June 30, 2025, DVS assisted 940 new and ongoing primary and secondary victims with 11,892 units of service. R2024-1338 authorized the County Administrator or designee to execute future awards, contracts, amendments and associated documents that do not substantially change the scope of work, terms or conditions of the FCASV SASP formula grant contract after approval of legal sufficiency by the County Attorney's Office and with budget allocations. **No County matching funds are required for this grant.** Countywide (RS)

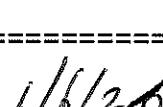
Background and Justification: The SASP grant was created by the Violence Against Women and Department of Justice Reauthorization Act of 2005, 34 U.S.C. §12511. The purpose of SASP is to help support rape crisis centers provide core services, direct intervention, and related assistance to victims of sexual assault. The Department of Justice Office on Violence Against women awarded the FL DOH funding to support sexual assault victim services in the state of Florida. The Federal Award number is 15JOVW-22-GG-00350-SASP. The ALN is 16.017. This is the second time DVS was awarded this funding through a competitive process solicited by the DOH.

Attachments:

- 1) Second Amendment to subcontract 23SAS26 (w/Exhibit 1 and attachments) (2)
- 2) Budget Amendment for 1426

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Recommended by:

Date

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Approved By:




Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Personal Services	\$96,293	_____	_____	_____	_____
Operating Costs	\$6,595	_____	_____	_____	_____
Capital Expenditures	_____	_____	_____	_____	_____
External Revenues	(\$102,888)	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	\$0*	_____	_____	_____	_____

ADDITIONAL FTE

POSITIONS (Cumulative) _____ 0 _____ 0 _____

Is Item Included In Current Budget? Yes No X
 Is this item using Federal Funds? Yes X No
 Is this item using State Funds? Yes No X

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

*Of the \$120,000, \$17,112 was spent in FY25. At the close of the year, a grant carryforward was submitted.

Departmental Fiscal Review: Nyia Chu 1/13/24

III. REVIEW COMMENTS

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

Samuel Wisher
 MD 1/14 OFMB
 MAF 1/14

Thierry Mack 1/15/24
 Contract Administration

B. Legal Sufficiency:

Assistant County Attorney 1/16/2024

C. Other Department Review:

 Department Director

23SAS26

AMENDMENT 2

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 23SAS26.

Accordingly, the subcontract is amended as follows:

1. The Provider shall receive an increased award in the amount of \$120,000.00 for the period August 1, 2025 – July 31, 2026.
2. Attachment II, 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.

This amendment shall begin on August 1, 2025 and shall be retroactive to that date if executed thereafter.

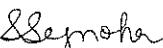
All provisions in the subcontract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform to this amendment.

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: _____

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY
Richard Sena
By: Richard Sena
County Attorney

APPROVED AS TO TERMS AND
CONDITIONS
Nicole Bishop
By: Nicole Bishop
Division Director

FLORIDA COUNCIL AGAINST SEXUAL VIOLENCE

BY: 

NAME: Robin Graber
TITLE: Deputy Director
DATE: 12/1/2025 | 11:01 AM PST

EXHIBIT 1**1. FEDERAL RESOURCES AWARDED TO THE SUBRECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:**Federal Agency 1 Sexual Assault Services Program (SASP) CFDA# 16.017

Title <u>Expansion of Rape Crisis Centers' Services and Outreach to Underserved Communities</u>	\$120,000.00
TOTAL FEDERAL AWARDS	\$120,000.00

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

- a. DOJ Grants Financial Guide
- b. 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:

State financial assistance subject to section 215.97, Florida Statutes: CSFA# _____ Title _____ \$ _____

TOTAL STATE FINANCIAL ASSISTANCE AWARDED PURSUANT TO SECTION 215.97, FLORIDA STATUTES \$ _____

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:Financial assistance not subject (exempt) to section 215.97, Florida Statutes or 2 CFR § 200.40: \$ _____Financial assistance not subject (exempt) to section 215.97, Florida Statutes or 2 CFR § 200.40: \$ _____**Matching and Maintenance of Effort ***

Matching resources for federal Agency(s):

Agency: _____ CFDA# _____ Title _____ \$ _____

Maintenance of Effort (MOE):

Agency: _____ CFDA# _____ Title _____ \$ _____

*Matching Resources, MOE, and Financial Assistance not subject to section 215.97, Florida Statutes or 2 CFR § 200.306 amounts should not be included by recipient 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 section 215.97, Florida Statutes or 2 CFR § 200.306 is not considered State or Federal Assistance.

Attachment III

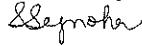
Provider: Palm Beach County, A Political Subdivision of the State of Florida	Subcontractor Number: 23SAS26								
Address: 205 N. Dixie Highway Suite 5100, West Palm Beach, FL 33415									
<u>Service Quarter</u> (check one) Aug 2025-Oct 2025 (invoice due 11/10/25) <input type="checkbox"/> Nov 2025–Jan 2026 (invoice due 2/10/26) <input type="checkbox"/> Feb 2026 – Apr 2026 (invoice due 5/10/26) <input type="checkbox"/> May 2026– July 2026 (invoice due 8/10/26) <input type="checkbox"/>	<u>SASP Quarterly Rate</u> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Aug 2025 - Oct 2025</td> <td style="width: 50%;">Feb 2026 - Apr 2026</td> </tr> <tr> <td style="text-align: center;">\$30,000.00</td> <td style="text-align: center;">\$30,000.00</td> </tr> <tr> <td style="width: 50%;">Nov 2025 - Jan 2026</td> <td style="width: 50%;">May 2026 - July 2026</td> </tr> <tr> <td style="text-align: center;">\$30,000.00</td> <td style="text-align: center;">\$30,000.00</td> </tr> </table>	Aug 2025 - Oct 2025	Feb 2026 - Apr 2026	\$30,000.00	\$30,000.00	Nov 2025 - Jan 2026	May 2026 - July 2026	\$30,000.00	\$30,000.00
Aug 2025 - Oct 2025	Feb 2026 - Apr 2026								
\$30,000.00	\$30,000.00								
Nov 2025 - Jan 2026	May 2026 - July 2026								
\$30,000.00	\$30,000.00								
<u>Summary of Payments</u> SFY 2025-2026 Allocation: \$120,000.00 Amount of this invoice: \$	<u>(FOR FCASV USE ONLY)</u> <u>Penalties</u> Quarterly Rate: \$ _____ Description: _____ _____ _____ _____ Total: \$ _____ <u>Payment Approval</u> Total Approved For Payment: \$ _____ Signature _____ Date _____ Print Name and Title _____ Phone # _____ Signature _____ Date _____								
(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.									

SASP Timeline of Activities
August 1, 2025 – July 31, 2026

Provider Name:	Palm Beach County Victim Services		
Activity	Target	Projected Completion Period	Required Documentation
1. Provide 500 Direct Services to 36 Clients	Annual	07/31/2026	DOH Approved Database, Quarterly Progress Reports
2. Provide On-Site Services at El Sol & Guatemalan Maya Center	Quarterly	07/31/2026	Log with Dates of Service
3. Document all services in DOH Approved Database & Victim Services Database Case Manager Professional (CMP)	On-Going	07/31/2026	DOH Approved Database Entry Monthly & CMP Reports
4. Host One Outreach Session Quarterly - Aimed at Collateral Victims, Friends, and Family Members of Sexual Assault Victims to Increase Awareness of Services	Quarterly	10/31/2025 1/31/2026 4/30/2026 7/31/2026	Enter on SASP Activity Report
5. Host Listening Sessions with Indigenous Maya & Latino/a Community	Semi – Annually	1/31/2026 7/31/2026	Enter on SASP Activity Report & Provide Sign In Sheets
6. SASP Advocate to conduct biannual information sharing sessions with PBCVS victim advocates	On-Going	07/31/2026	Provide Sign In Sheets
7. Strengthen PBCVS organizational capacity by expanding staff knowledge and understanding of specific community populations served. SASP Advocate will develop resources and conduct information sessions.	On-Going	07/31/2026	Resource Materials

8. Develop Bus Shelter Ads in Spanish & Strategically Place in High Density Hispanic Latino/a Areas to Increase Awareness of & Access to Services	Fourth Quarter	07/31/2026	Documentation of Ads & Photos of Ads
9. Participate in Guatemala Maya Center Community Events Twice Per Year	On-Going	07/31/2026	Social Media Posts/Photos
10. Participate in El Sol Community Events Twice Per Year	On-Going	07/31/2026	Social Media Posts/Photos
11. Cross Promote Guatemala Maya Center & El Sol & Victim Services on Social Media Sites	On-Going	07/31/2026	Copies of Screen Shots of Social Media Posts
12. Complete SASP Federal Annual Progress Report. The Provider Shall Complete an Electronic Copy of the Fillable Form on an Annual Basis	Second Quarter	1/15/2026	<p>Completion of Report</p> <p>The report is due by January 15, 2026 (for the period of August through December 2025)</p> <p>SASP APR:</p> <p>https://reporting.vawamei.org/ta-form-new/?inviteKey=350CF909-DFA4-4695-B668-96953DC8C29A</p>

Submitted by: Palm Beach County Board of County Commissioners



Digitally signed by Stephanie Sejnoha
Date: 2025.11.25 12:06:26 -05'00'

Signature

Stephanie Sejnoha

Print Name

Director, Department of Public Safety

Date

26-0314

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGEX 102925*319

BGRV 103025*85

FUND 1426 Public Safety Grant

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ENCUMBERED as of 1/15/24	REMAINING BALANCE
REVENUES									
1426-662-3232-3129	Federal Grnt Other Public Safety	Sexual Assault Services Program	120,000	40,000	100,000	0	140,000		140,000
Total Fund Revenues			2,125,679	2,302,838	100,000	0	2,402,838		
EXPENDITURES									
1426-662-3232-1201	Salaries & Wages	Sexual Assault Services Program	69,821	11,548	62,503	0	74,051	16,919	57,132
1426-662-3232-2101	Fica-Taxes	Sexual Assault Services Program	4,329	658	3,731	0	4,389	968	3,421
1426-662-3232-2105	Fica Medicare	Sexual Assault Services Program	1,012	154	933	0	1,087	226	861
1426-662-3232-2201	Retirement Contributions-FRS	Sexual Assault Services Program	9,720	1,621	8,396	0	10,017	2,374	7,643
1426-662-3232-2301	Insurance-Life & Health	Sexual Assault Services Program	20,231	4,808	17,737	0	22,545	7,099	15,446
1426-662-3232-3401	Other Contractual Services	Sexual Assault Services Program	5,000	3,549	0	0	3,549	0	3,549
1426-662-3232-4001	Travel and Per Diem	Sexual Assault Services Program	2,000	0	3,000	0	3,000	0	3,000
1426-662-3232-4007	Travel-Mileage	Sexual Assault Services Program	5,546	69	1,200	0	1,269	69	1,200
1426-662-3232-4945	Advertising	Sexual Assault Services Program	1	0	1,500	0	1,500	0	1,500
1426-662-3232-5101	Office Supplies	Sexual Assault Services Program	178	178	0	0	178	0	178
1426-662-3232-5121	Data Procssng Sftwre/Accessr	Sexual Assault Services Program	300	300	0	0	300	0	300
1426-662-3232-5402	Educational Training Materials	Sexual Assault Services Program	1,858	0	1,000	0	1,000	0	1,000
Total Fund Expenditures			2,125,679	2,302,838	100,000	0	2,402,838		

SIGNATURES

Initiating Department/Division

Administration/Budget Department Approval

OMB Department - Posted

DATES

1/15/2024

1/15/2024

BY BOARD OF COUNTY COMMISSIONERS

At Meeting of: 2/3/2026

Deputy Clerk to the
Board of County Commissioners