



**BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS**

Requested Board Meeting Date: 02/07/2017

or Procurement Director Award

Contractor/Vendor Name (DBA): The STOP Violence Against Women Formula Grant Program

Project Title/Description:

FY2017 The STOP Violence Against Women

Purpose:

Creating a Dynamic Prosecutorial Response to High Risk Domestic Violence Cases through Strong Interagency Collaboration.

Procurement Method:

Competitive Grant Application Process

Program Goals/Predicted Outcomes:

Ensure consistent offender accountability for second-time and serious first time offenders.

Public Benefit:

Utilized Program funding to support presecution objectives and reduce costs for this program to Pima County tax payers.

Metrics Available to Measure Performance:

Pima County Attorney's Office criminal case data base showing number of cases presented, reviewed, accepted, assigned to DV Court, and sentencing recommendations.

Retroactive:

Yes-Delayed due to the waiting process of attaining the Grantor's and County Administrator signatures.

Original Information

Document Type: _____ Department Code: _____ Contract Number (i.e.,15-123): _____

Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

Expense Amount: \$ _____ Revenue Amount: \$ _____

Funding Source(s): _____

Cost to Pima County General Fund: _____

Contract is fully or partially funded with Federal Funds? Yes No Not Applicable to Grant Awards

Were insurance or indemnity clauses modified? Yes No Not Applicable to Grant Awards

Vendor is using a Social Security Number? Yes No Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: GTAM Department Code: PCA Contract Number (i.e.,15-123): 17-028

Amendment No.: 3 AMS Version No.: _____

Effective Date: 01/01/2017 New Termination Date: 12/31/2017

Expense Revenue Increase Decrease Amount This Amendment: \$202,019

Funding Source(s): U.S. Department of Justice passed through the Arizona Governor's Office for Children, Youth and Families.

Cost to Pima County General Fund: \$107,370 in-kind matching, already budgeted by PCA for FY 2017

Contact: Rozana Villanes

Department: Pima County Attorney's Office

Telephone: 724-5631

Department Director Signature/Date: DAVE SMITH 1/19/17

Deputy County Administrator Signature/Date:

County Administrator Signature/Date: C. R. Schubert 1/19/17
(Required for Board Agenda/Addendum Items)

AMENDMENT # 2
SUBGRANTEE CONTRACT #ST-WSG-15-010115-15Y3
between the
STATE OF ARIZONA,
GOVERNOR'S OFFICE OF YOUTH, FAITH AND FAMILY
and
PIMA COUNTY ATTORNEY'S OFFICE

Pursuant to section LII, AMENDMENTS, the following sections of the above referenced Subgrantee Contract are hereby amended as follows:

Section I, TERM OF CONTRACT

Pursuant to Terms and Conditions, "Term of Contract," the State of Arizona hereby exercises its option to renew the existing contract for an additional twelve months. A new contract award amount for the third year of the contract is provided from the STOP Violence Against Women Formula Grant Program. Subgrantee agrees to adhere to the goals, strategies and activities related to Subgrantee's Contract Award No. ST-WSG-15-010115-15 and the approved, updated grant activities in the Subgrantee's renewal application for Year Three funding. The contract renewal period shall be effective January 1, 2017 through December 31, 2017.

Grantor shall provide up to \$202,019 as a new contract award amount in additional funds for Year Three reimbursements to the Grantee for costs approved in the Subgrantee's renewal application for Year Three funding, in accordance with Attachment A, Line Item Budget and Narrative, incorporated into this contract by reference. The amount of match committed by the Pima County Attorney's Office is \$107,370.

GRANT PROGRAM ADMINISTRATION

Section A, DELIVERABLES

Pursuant to Grant Program Administration, Section A, "Deliverables", the Subgrantee shall provide quarterly program activity reports to the Grantor for the quarter in which services are provided. The reporting schedule is:

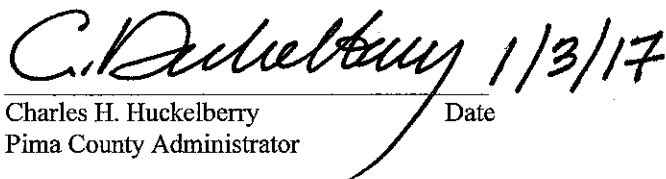
- January 1, 2017 – March 31, 2017 due April 30, 2017
- April 1, 2017 – June 30, 2017 due July 31, 2017
- July 1, 2017 – September 30, 2017 due October 31, 2017
- October 1, 2017 – December 31, 2017, due January 30, 2018
- Final Narrative Report due February 15, 2018
- The DOJ/OVW Annual Progress Report (Muskie) due February 15 2018, for all activities for the calendar year 2017.

The Governor's Office of Youth, Faith and Family shall provide the forms for the quarterly reports and final narrative report. The DOJ/OVW Annual Progress Report can be found on the internet at: <http://muskie.usm.maine.edu/vawamei/stopformulaform.htm>.

Except as specifically stated herein, all other terms and conditions of this Subgrantee Contract remain unchanged.

In Witness Whereof, the parties hereto agree to execute this Amendment.

PIMA COUNTY ATTORNEY'S OFFICE

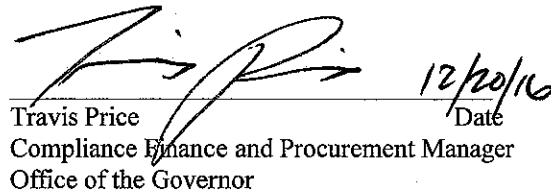


Charles H. Huckelberry Date
Pima County Administrator

GOVERNOR'S OFFICE OF YOUTH,
FAITH AND FAMILY



Debbie Moak Date
Director



Travis Price Date
Compliance Finance and Procurement Manager
Office of the Governor

Pima County Attorney's Office

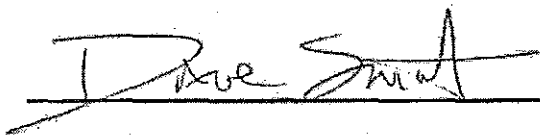
Exhibit C
Line Item Budget
Budget period: January 1, 2017 – December 31, 2017

Budget Category	Line Item	Requested Grant Funds	Pima County General Funds	Total Cost
Personnel				
Project Year Salaries All @ 12 months.	Project Director, DV Unit Supervising Attorney Michelle Chamblee			
	DV Felony Prosecutor Brian Hopkins			
	Victim Services Division Director Laura Penny			
	Lead Victim Advocate Katie Lawler			
	Project DV Court Victim Advocate Carol Elliott			
	DV Court Prosecutor Joseph Ricks 100% of \$61,850 annual FTE salary		\$61,850	\$61,850
	Project DV Court Victim Advocate Selina Fontes 100% of \$41,706 annual FTE salary	\$39,116		\$39,116
	Project Superior Court Victim Advocate, Deanna Lopez 100% of \$38,300 annual FTE salary	\$40,214		\$40,214
	DV Unit Legal Processing Clerk, Donna Brownlee 100% of \$31,308 annual FTE salary	\$31,308		\$31,308
	DV Unit Paralegal, Olivia Smith 100% of \$42,086 annual FTE salary	\$42,080		\$42,080
		TOTAL SALARIES	\$152,718	\$61,850
Project Year Benefits All @ 12 months.	Project Director, DV Unit Supervising Attorney Michelle Chamblee			
	DV Felony Prosecutor Brian Hopkins			
	Victim Services Division Director Laura Penny			
	Lead Victim Advocate Katie Lawler			
	Project DV Court Victim Advocate Carol Elliott			
	DV Court Prosecutor Joseph Ricks @ 41%		\$25,558	\$25,558

Pima County Attorney's Office

	Project DV Court Advocate Selina Fontes @ 30%	\$11,795		\$11,795
	Project Felony DV Victim Advocate Deanna Lopez @ 30%	\$11,501		\$11,501
	DV Unit Legal Processing Support, Donna Brownlee @ 35%	\$9,005	\$1,914	\$10,919
	DV Unit Paralegal, Olivia Smith @43%		\$18,048	\$18,048
	TOTAL BENEFITS	\$32,301	\$45,520	\$77,821
	TOTAL SALARY AND ERE	\$185,019	\$107,370	\$292,389

Contracted Services/Professional Services				
Contract Services: 12 months	Emerge! Center Against Domestic Violence: Partner in Lethality, Strangulation and Sexual Assault program components @150 hours @ \$40 to defray their personnel costs for the additional work.	\$6,000		\$6,000
	CODAC/SACASA – Partner in Lethality, Strangulation and Sexual Assault program components, including 22 forensic strangulation exams @ \$500 each all-inclusive.	\$11,000		\$11,000
	TOTAL CONTRACTED SERVICES	\$17,000		\$17,000
Travel				
Pass Through				
Supplies and Other Operating				
Total Project	Required Project Match = 25% Current Project Match = 35%	\$202,019	\$107,370	\$309,389



Authorized Signature

11/10/16

Date

David Smutzer, PCAO Legal Administrator
for
Charles H. Huckleberry, Pima County Administrator

Exhibit D

Budget Narrative

Personnel:

All staff paid through this grant or serving as a match salaries are for shown for the full 12 months of the project and all are rounded off. All salaries are current as of 11/1/17. The percentage of time listed for each staff member is the amount she or he will spend directly on the project. There is no supplanting. All time spent on the project will be recorded and verified according to Pima County standards. No salaries are expected to increase further during the project year.

Note that this budget does not include the salary and ERE for Project Director Michelle Chambee (20% FTE), felony DV Prosecutor Brian Hopkins (100% FTE), Victim Services Division Director Laura Penny (10% FTE), Lead Victim Advocate Katie Lawler (50% FTE), or DV Court Victim Advocate Carol Elliott - all of whose work is important to the success of the project. Those costs will be assumed by PCAO general funds, but not listed as we already exceeded the required 25% match without including them in this budget.

DV Unit Prosecutor Joseph Ricks will serve as a PCAO General Fund Match. His FTE annual salary is \$61,850. He will spend 100% of his time on the Project, prosecuting misdemeanor DV offenses in DV Court and assisting with the lethality, strangulation and sexual assault components of the project.

Felony DV Superior Court Advocate Deanna Lopez's salary is requested. Her FTE annual salary is \$40,214. She will spend 100% of her time on the project providing court advocacy and support services for high risk sexual assault and DV victims in Superior Court.

Misdemeanor DV Court Victim Advocate Selina Fontes's salary is requested. Her FTE annual salary is \$39,116. She will spend 100% of her time on the project providing court advocacy and support services for DV Court victims.

DV Unit Legal Processing Support Donna Brownlee's salary is requested. Her FTE annual salary is \$31,308. She will spend 100% of her time on the project conducting background checks of an estimated 3,500 offenders and conducting other support activities to help prosecutors manage their heavy caseloads and better serve and protect victims by holding offenders sufficiently accountable.

DV Unit Paralegal Olivia Smith's salary is requested. Her FTE annual salary is \$42,080. She will spend 100% of her time on the project assisting the DV Court and Felony DV Prosecutor expedite their cases and better serve and protect victims by holding offenders sufficiently accountable.

Fringe Benefits:

Benefits rates are based on those currently received by the staff included in this application. All are rounded-off and are paid over the 12 months of this project. The rates include the standard formulas for mandatory FICA, SUI and retirement. They also include the additional

benefits selected by each employee from a menu of choices that include a variety of health, dental, life and legal insurance options. There is no supplanting of funds. * Note that we requested none of Olivia Smith's (the DV Unit Paralegal) and only a portion of Donna Brownlee's (the DV Unit LPS) benefits to avoid exceeding the maximum amount of our 2016 STOP grant award. PCAO will assume these costs as a match.

	DV Court Prosecutor Joseph Ricks	DV Advocate Selina Fontes	Superior Court DV Advocate Deanna Lopez	DV Unit LPS Donna Brownlee	DV Unit Paralegal Olivia Smith*
FICA	\$4,449	\$2,889	\$2,917	\$2,232	\$3,120
Retirement	\$7,014	\$4,436	\$4,560	\$3,580	\$4,773
Long Term Disability Ins.	\$87	\$55	\$56	\$44	\$59
Health Ins.	\$13,796	\$4,220	\$3,552	\$4,629	\$9,919
Dental Ins.	\$0	\$49	\$266	\$49	\$0
Life Ins.	\$34	\$34	\$34	\$34	\$34
Worker Compensation Ins.	\$130	\$82	\$85	\$66	\$88
Unemployment Ins.	\$48	\$30	\$31	\$25	\$33
Total ERE	\$25,558	\$11,795	\$11,501	\$10,919	\$18,048
ERE % Rate	41%	30%	30%	35%	43%

Contracted Consultant/Professional Services:

Emerge! Center Against Domestic Abuse (Emerge) will partner with us to further develop/implement the Lethality Assessment Project and provide technical assistance to ensure that victim safety is understood from the perspective of a nonprofit DV victim service provider and incorporated in all we do. The all-inclusive contract cost is \$6,000.

CODAC Health, Recovery, Wellness, Inc. / The Southern Arizona Center Against Sexual Assault (CODAC/SACASA) will partner with us to further develop and implement the Strangulation Project and ensure that victim safety is understood from the perspective of a nonprofit sexual assault victim service provider and incorporated in all we do. It also will coordinate 22 forensic strangulation exams. The contract cost is \$11,000 billable at an all-inclusive rate of \$500 per forensic exam. The revised 2015 MOU showing CODAC as the fiscal agent and SACASSA as the division of CODAC that will conduct the project as originally planned is attached. No other changes have been made to the signed 2015 MOU that the Governor's Office has on file.

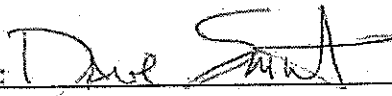
Pima County Attorney's Office

Travel: N/A

Pass Through/Subgrants: N/A

Supplies and Operating Expenses: N/A

Administrative/Indirect Costs: N/A

Authorized Signature:  Date: 10/11/16

David Smutzer, PCAO Legal Administrator

for

Charles H. Huckleberry, Pima County Administrator

PIMA COUNTY


Chair, Board of Supervisors

Date

Clerk of the Board

Date

APPROVED AS TO FORM



Tobin Rosen, Deputy County Attorney

1/18/17

Date