



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

Requested Board Meeting Date: 02/02/2016

or Procurement Director Award ID

Contractor/Nendor Name (OBA): Arizona Governor's Office of Children Youth and Families

Project Title/Description:

FY2016 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 prosecution 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-Award delayed due to Arizona State Budget actions and paperwork was received by the Pima County Attorney on 01/07/2016

Original Information

Document Type: GTAM Department Code: PCA Contract Number (i.e., 15-123): 16-046
Effective Date: 01/01/2016 Termination Date: 12/31/2016 Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount: \$ _____ ☒ Revenue Amount: \$ 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: \$152,807 required match

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: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Amendment No.: _____ AMS Version No.: _____
Effective Date: _____ New Termination Date: _____
☐ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____
Funding Source(s): _____

Cost to Pima County General Fund: _____

Contact: Star Romero

Department: Pima County Attorney's Office

Telephone: 740-5606

Department Director Signature/Date: Dave Smith 1/14/16

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: C. R. Dunkelberg 1/21/16
(Required for Board Agenda/Addendum Items)

AMENDMENT # 1
SUBGRANTEE CONTRACT #ST-WSG-15-010115-15Y2

between the
STATE OF ARIZONA,
GOVERNOR'S OFFICE FOR CHILDREN, YOUTH AND FAMILIES,
HENCEFORTH KNOWN AS 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 second 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 Two funding. The contract renewal period shall be effective January 1, 2016 through December 31, 2016.

Grantor shall provide up to \$202,019 as a new contract award amount in additional funds for Year Two reimbursements to the Grantee for costs approved in the Subgrantee's renewal application for Year Two 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 \$152,807.

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, 2016 – March 31, 2016 due April 30, 2016
- April 1, 2016 – June 30, 2016 due July 31, 2016
- July 1, 2016 – September 30, 2016 due October 31, 2016
- October 1, 2016 – December 31, 2016, due January 30, 2017
- Final Narrative Report due February 15, 2017
- The DOJ/OVW Annual Progress Report (Muskie) due February 15 2017, for all activities for the calendar year 2016.


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.

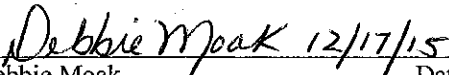
PIMA COUNTY ATTORNEY'S OFFICE

**GOVERNOR'S OFFICE OF YOUTH,
FAITH AND FAMILY**

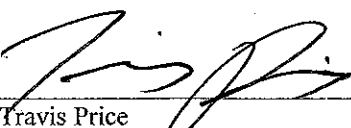

Charles H. Huckelberry
Pima County Administrator

Date

12/31/15


Debbie Moak
Director

Date


Travis Price
Compliance Finance and Procurement Manager
Office of the Governor

12/16/15
Date

ATTACHMENT A

Pima County Attorney's Office

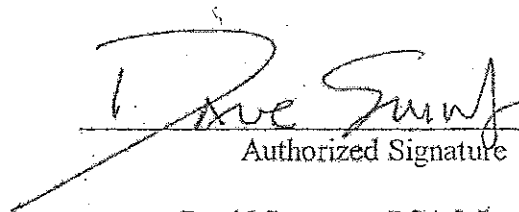
Line Item Budget
Budget period: January 1, 2016 – December 31, 2016

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 Ellen Brown			
	DV Felony Prosecutor Soo Chang			
	Victim Services Division Director Laura Penny			
	Lead Victim Advocate Katie Lawler			
	DV Court Prosecutor Matthew McCray 100% of \$59,738 annual FTE salary		\$59,738	\$59,738
	Project DV Court Victim Advocate Carol Elliott 100% of \$38,299 annual FTE salary		\$38,299	\$38,299
	Project Felony DV Victim Advocate Tami Sanchez 100% of \$41,706 annual FTE salary	\$41,706		\$41,706
	Project DV Court Victim Advocate, Deanna Lopez 100% of \$38,300 annual FTE salary	\$38,300		\$38,300
	DV Unit Legal Processing Clerk, Donna Brownlee 100% of \$29,045 annual FTE salary	\$29,045		\$29,045
	DV Unit Paralegal, Olivia Smith 100% of \$40,082 annual FTE salary	\$32,867	\$7,215	\$40,082
	TOTAL SALARIES	\$141,918	\$105,252	\$247,170
Project Year Benefits All @ 12 months.	Project Director, DV Unit Supervising Attorney Ellen Brown			
	DV Felony Prosecutor Soo Chang			
	Victim Services Division Director Laura Penny			
	Lead Victim Advocate Katie Lawler			
	DV Court Prosecutor Matthew McCray @ 37%		\$22,095	\$22,095
	Project DV Court Victim Advocate Carol Elliott @ 59%		\$22,496	\$22,496
	Project Felony DV Victim Advocate Tami Sanchez @ 29%	\$12,295		\$12,295

Pima County Attorney's Office

	Project DV Court Advocate Deanna Lopez @ 20%	\$7,671		\$7,671
	DV Unit Legal Processing Support, Donna Brownlee @ 33%	\$9,630		\$9,630
	DV Unit Paralegal, Olivia Smith @41%	\$13,505	\$2,964	\$16,469
	TOTAL BENEFITS	\$43,101	\$47,555	\$90,656
	TOTAL SALARY AND ERE	\$185,019	\$152,807	\$337,826

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	Match = 43%	\$202,019	\$152,807	\$354,826


 11/13/15
 Authorized Signature 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 11/1/15. 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 Ellen Brown (20% FTE), felony prosecutor Soo Chan (100% FTE), Victim Services Division Director Laura Penny (10% FTE) or Lead Victim Advocate Katie Lawler (50% FTE), 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 Matthew McCray will serve as a PCAO General Fund Match. His FTE annual salary is \$59,738. 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.

DV Court Advocate Carol Elliott will serve as a PCAO General Fund Match. Her FTE annual salary is \$38,299. She will spend 100% of her time on the Project providing court advocacy and support services for DV Court victims.

Felony DV Superior Court Advocate Tami Sanchez's salary is requested. Her FTE annual salary is \$41,706. 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 Deanna Lopez's salary is requested. Her FTE annual salary is \$38,300. 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 \$29,045. 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.

Eighty two percent of DV Unit Paralegal Olivia Smith's salary is requested. Her FTE annual salary is \$40,082. 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. However, we request only 82% of her salary to avoid exceeding the maximum amount of our 2016 STOP grant award.

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 request only 82% of the DV Unit Paralegal's benefits to avoid exceeding the maximum amount of our 2016 STOP grant award. PCAO will assume the remaining 18% as a match.

	DV Unit Prosecutor Matthew McCray	DV Court Advocate Carol Elliott	Superior Court DV Advocate Tami Sanchez	DV Court Advocate Deanna Lopez	DV Unit LPS Donna Brownlee	DV Unit Paralegal Olivia Smith*
FICA	\$4,181	\$2,444	\$3,318	\$2,845	\$2,052	\$2,930
Retirement	\$6,783	\$4,347	\$5,176	\$4,347	\$3,326	\$4,549
Long Term Disability Ins.	\$72	\$46	\$55	\$46	\$35	\$48
Health Ins.	\$10,578	\$15,460	\$3,525	\$17	\$4,045	\$8,787
Dental Ins.	\$266	\$49	\$49	\$266	\$49	\$0
Life Ins.	\$34	\$34	\$34	\$34	\$34	\$34
Worker Compensation Ins.	\$120	\$77	\$91	\$77	\$59	\$80
Unemployment Ins.	\$61	\$39	\$47	\$39	\$30	\$41
Total ERE	\$22,095	\$22,496	\$12,295	\$7,671	\$9,630	\$16,469
ERE % Rate	37%	59%	29%	20%	33%	41%

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.

Travel: N/A

Pass Through/Subgrants: N/A

Supplies and Operating Expenses: N/A

Administrative/Indirect Costs: N/A

Authorized Signature: David Smutzer

Date: 11/13/15

David Smutzer, PCAO Legal Administrator

for

Charles H. Huckleberry, Pima County Administrator

PIMA COUNTY

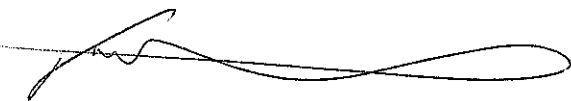
Chair, Board of Supervisors

Date

Clerk of the Board

Date

APPROVED AS TO FORM



Deputy County Attorney

TOBIN ROSEN

1/8/16

Date