

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

308



**FROM:** District Attorney

**SUBMITTAL DATE:**  
June 14, 2011

**SUBJECT:** Acceptance of a Revolving Fund Contract for the Funeral Burial/Domestic Violence Program from the California Victim Compensation and Government Claims Board and Adoption of Resolution 2011-191.

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve acceptance of a Revolving Fund Contract from the California Victim Compensation and Government Claims Board for the Funeral Burial/Domestic Violence Program effective July 1, 2011 through June 30, 2014.
2. Adopt Resolution 2011-191 authorizing the District Attorney and/or his designee to sign the Revolving Fund Contract on behalf of the Board through FY 2013-2014.

**BACKGROUND:** (Commences on Page 2)

FORM APPROVED COUNTY COUNSEL  
 BY: NEAL R. KIPNIS  
 DATE: [Signature]  
 Departmental Concurrence

Jeffrey A. Van Wagenen Jr., for Paul E. Zellerbach, District Attorney

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0.00	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0.00	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0.00	For Fiscal Year:	2011-2012

<b>SOURCE OF FUNDS:</b> California Victim Compensation and Government Claims Board	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE

BY: [Signature]  
Robert Tremaine

**County Executive Office Signature**

Department Recommendation:  Policy  Consent  
 Per Executive Office:  Policy  Consent

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11: Acceptance of a Revolving Fund Contract for the Funeral Burial/Domestic Violence Program from the California Victim Compensation and Government Claims Board and Adoption of Resolution 2011-191.**

**DATE:** June 14, 2011

**PAGE 2**

**BACKGROUND:**

The purpose of the Revolving Fund Contract is to establish a process by which the County of Riverside, District Attorney's Office may pay verified expenses on an emergency basis when the claimant (victim) would suffer substantial hardship if the payment was not made and when the payment would help the claimant (victim) with an immediate need.

The County of Riverside, District Attorney's Office shall pay emergency expenses using its revolving fund for: 1) Payment of verified funeral/burial expenses; 2) Payment of verified relocation expenses for victims of domestic violence and/or sexual assault. 3) Payment of verified crime scene clean-up expenses; and 4) Payments of other verified emergency losses with the approval of the County Liaison and Support Section Manager, the Assistant Deputy Executive Officer of the Victim Compensation Program, or the Deputy Executive Officer of the Victim Compensation Program.

The Revolving Fund is maintained by the District Attorney's Division of Victim Services and is used solely for payment of emergency expenses. No County matching funds are required. The Revolving Fund Contract is not a budgeted item.

The resolution and agreement have been reviewed and approved as to form by County Counsel.

2  
3 RESOLUTION NO. 2011-191

4 RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
5 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, REGARDING  
6 CALIFORNIA VICTIM COMPENSATION AND GOVERNMENT CLAIMS BOARD- FUNERAL  
7 BURIAL / DOMESTIC VIOLENCE PROGRAM  
8

9 WHEREAS, the County of Riverside desires to undertake a certain project designated the Funeral  
10 Burial/Domestic Violence Program to be funded in part from funds made available through the Victim  
11 Compensation and Government Claims Board (hereinafter referred to as VCGCB).

12 NOW, THEREFORE BE IT RESOLVED AND ORDERED by the Board of Supervisors of the  
13 County of Riverside, State of California, in regular session assembled on \_\_\_\_\_,  
14 2011, that the District Attorney of the County of Riverside, State of California and/or his designee is  
15 authorized, on its behalf, to submit and to sign the REVOLVING FUND CONTRACT as well as related  
16 contracts, amendments, or extensions with "California Victim Compensation and Government Claims  
17 Board".

18 BE IT FURTHER RESOLVED that the resolution shall be in effect for a three-year period  
19 beginning July 1, 2011 and ending June 30, 2014.  
20

21  
22  
23  
24  
25  
26  
27  
28  
FORM APPROVED COUNTY COUNSEL  
BY: NEAL R. KIPNIS DATE 12.11.11

AGREEMENT NUMBER <b>VCGC1101</b>
REGISTRATION NUMBER

- This Agreement is entered into between the State Agency and the Contractor named below:  
 STATE AGENCY'S NAME  
**VICTIM COMPENSATION AND GOVERNMENT CLAIMS BOARD**  
 CONTRACTOR'S NAME  
**COUNTY OF RIVERSIDE**
- The term of this Agreement is: **JULY 1, 2011** through **JUNE 30, 2014**
- The maximum amount of this Agreement is: **\$0.00**  
**ZERO DOLLARS**
- The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	3 Pages
Exhibit B – Budget Detail and Payment Provisions	1 Page
Exhibit C* – General Terms and Conditions (GTC307)	1 Page
Exhibit D – Special Terms and Conditions	4 Pages
Attachment I – VCGCB Information Security Policy 06-00-003	5 Pages
Attachment II – Confidentiality Statement	1 Page
Attachment III – Revolving Fund Procedures	3 Pages
Attachment IV – Revolving Fund Disbursement Log	1 Page
Attachment V – Overpayment Checklist	1 Page
Attachment VI – Imaged Document Confidential Destruct Policy-Scan Facility Memo 09-001	2 Pages
Attachment VII – Contractor's Description of Revolving Fund Procedures	1 Page

Items shown with an Asterisk (\*), are hereby incorporated by reference and made part of this agreement as attached hereto. These documents can be viewed at [www.ols.dgs.ca.gov/Standard+Language](http://www.ols.dgs.ca.gov/Standard+Language)

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

<b>CONTRACTOR</b>	
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) <b>COUNTY OF RIVERSIDE</b>	
BY (Authorized Signature) 	DATE SIGNED (Do not type) <b>6.16.11</b>
PRINTED NAME AND TITLE OF PERSON SIGNING Jeffrey Van Wagenen, Assistant District Attorney	
ADDRESS 3960 Orange Street Riverside CA 92501	
<b>STATE OF CALIFORNIA</b>	
AGENCY NAME <b>VICTIM COMPENSATION AND GOVERNMENT CLAIMS BOARD</b>	
BY (Authorized Signature) 	DATE SIGNED (Do not type)
PRINTED NAME AND TITLE OF PERSON SIGNING <b>JULIE NAUMAN, EXECUTIVE OFFICER</b>	
ADDRESS <b>400 "R" STREET, SUITE 500, SACRAMENTO, CA 95811</b>	

FOR APPROVED COUNTY COUNSELS  
BY NEAL R. KIPNIS

*California Department of General Services Use Only*

Exempt per: