

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

454



**FROM:** Sheriff's Department

**SUBMITTAL DATE:**  
11/5/13

**SUBJECT:** Acceptance of a Grant Award for the FY 2013 Prison Rape Elimination Act (PREA) Program for the Federal FY 14 and FY 15, and the Adoption of Resolution 440 -8954, All Districts. [\$456,174 – 50% Federal/50% Department budget] [Ongoing Cost: \$235,300]

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

1. Accept a U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance grant award under the FY 2013 PREA Program in the amount of \$228,087, and authorize the Chair to sign the award agreement and initial the bottom right corner of each page.
2. Amend Ordinance No. 440 pursuant to Resolution 440-8954 submitted herewith. Per the Resolution add the following positions:

Ord. 440	Class Code	+/-	Class Title	Plan	Grade	Salary
2500400000	13866	+1	Office Assistant III	UPE	249	\$27,914 - \$41,574
2500400000	52214	+1	Correctional Lieutenant LEM		170	\$84,924 - \$117,079

3. Approve and direct the Auditor-Controller to make the budget adjustments on the attached Schedule A.  
(Continued on Page 2)

*Stanley L. Sniff, Jr.*

Stanley L. Sniff, Jr.  
Sheriff-PA-Coroner  
Will Taylor, Dir. of Administration

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
<b>COST</b>	\$ 120,000	\$ 228,087	\$ 456,174	\$ 235,300	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
<b>NET COUNTY COST</b>	\$ 60,000	\$ 114,043	\$ 228,087	\$ 235,300	
<b>SOURCE OF FUNDS:</b> 50% Federal Funds, 50% Department Budget				<b>Budget Adjustment:</b> Yes	
				<b>For Fiscal Year:</b> 13/14	

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

APPROVE

**County Executive Office Signature**

BY: *Elizabeth J. Olson*  
Elizabeth J. Olson

**MINUTES OF THE BOARD OF SUPERVISORS**

Approved by Barbara A. Oliver/FISCAL PROCEDURES APPROVED  
 Asst. County Executive Officer/PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
 BY: *[Signature]* 11/14/13  
 Human Resources Director  
 Departmental Concurrence  
 FORM APPROVED COUNTY COUNSEL  
 BY: *[Signature]* DATE: 11/16/13  
 NEAL R. KIPNIS

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 6/25/13 3.35

District: All

Agenda Number:

**3-42**

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: Acceptance of a Grant Award under the FY 2013 Prison Rape Elimination Act Program**

**DATE:** 11/5/13

**PAGE:** 2 of 3 (BR 14-049)

4. Authorize the Sheriff, or his designee to administer the grant projects, sign payment requests, claims for reimbursements, progress reports, future amendments and/or modifications not increasing the award by more than 20% on behalf of the County

**BACKGROUND:**

**Summary**

On June 25, 2013 (3.35), the Board authorized the Board Chair to sign Standard Assurances and Certification documents allowing the Sheriff to apply for FY 2013 Prison Rape Elimination Act Program Grant funding from the U.S. Department of Justice (DOJ), Bureau of Justice Assistance (BJA) and the Office of Justice Programs (OJP).

The County of Riverside has been notified that the grant application has been approved in the amount of \$228,087. In Fiscal Year 2013-2014, project funds will be used to pay for salary and benefits of a Correctional Lieutenant and an Office Assistant III, in addition to out of state travel expenses to attend a required DOJ-sponsored grant meeting. The grant project budget period is from 10/01/13 through 09/30/15. County Counsel has approved the grant award documents as to form.

The grant funds are 50% or \$228,087 of total project costs. The remaining \$228,087 in project costs will be met through a County in-kind match in personnel and operating expenditures. Since the project spans two Federal fiscal years, an estimated \$108,087 will be expended in the first quarter of the County FY 2015-16. In FY 2013-14, the Department estimates that the two positions will be filled at midyear for a projected cost of \$120,000, of which a budget adjustment is needed for the match portion of \$60,000. The Schedule A details the budget adjustments for the Federal grant funds. The Department's in-kind match will be absorbed in the Corrections budget.

The Sheriff's Department, with this grant funding, will evaluate its efforts toward establishing a zero tolerance culture and the elimination of sexual abuse within its correctional facilities. Grant funding will provide partial funding for a new agency-wide PREA Coordinator and a support staff member to implement and oversee a comprehensive PREA program to meet the Department's objectives.

The Department's main program objectives are: address existing gaps in the prevention, detection and response to sexual abuse; improve staff training for its response and investigation of sexual abuse incidents; create inmate education materials to increase sexual abuse awareness and reporting of abuse; and coordination of efforts with jail healthcare providers and community-based victim support services.

**Impact on Citizens and Businesses**

The Sheriff's grant project and its recommended on-going commitment to the PREA program will seek to establish a zero tolerance culture, striving toward the elimination of sexual abuse to further ensure a safe environment for our fellow County citizens who are inmates detained or incarcerated in the County correctional facilities.

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: Acceptance of a Grant Award under the FY 2013 Prison Rape Elimination Act Program**

**DATE:** 11/5/13

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**Schedule A**

**Increase Appropriations:**

10000-2500400000-510040	Regular Salaries	\$ 40,100
10000-2500400000-518100	Budgeted Benefits	17,920
10000-2500400000-528900	Air Transportation	900
10000-2500400000-528960	Lodging	717
10000-2500400000-528980	Meals	213
10000-2500400000-529080	Rental Vehicles	75
10000-2500400000-529010	Parking Validation	<u>75</u>
	TOTAL	\$ 60,000

**Increase Estimated Revenues:**

10000-2500400000-767220	Federal - Other Operating Grant	\$ 60,000
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RESOLUTION NO. 440-8954

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on November 26, 2013, that pursuant to Section 4(a)(ii) of Ordinance No. 440, the Sheriff/Coroner/Public Administrator is authorized to make the following listed change(s), operative on the date of approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
52214	+ 1	2500400000	Correctional Lieutenant
13866	+ 1	2500400000	Office Assistant III



Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**Grant**

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Riverside County Sheriff's Department 4095 Lemon Street P.O. Box 512 Riverside, CA 92501-3600		4. AWARD NUMBER: 2013-RP-BX-0013	
		5. PROJECT PERIOD: FROM 10/01/2013 TO 09/30/2015 BUDGET PERIOD: FROM 10/01/2013 TO 09/30/2015	
1A. GRANTEE IRS/VENDOR NO. 956000932		6. AWARD DATE 09/30/2013	7. ACTION Initial
		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE Riverside County 2013 Grants PREA Program: Demonstration Projects to Establish "Zero Tolerance" Cultures for Sexual Assault in Correctional Facilities		10. AMOUNT OF THIS AWARD \$ 228,087	
		11. TOTAL AWARD \$ 228,087	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTHON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under Consolidated and Further Continuing Appropriations Act, 2013, Pub. L. 113-6, 127 Stat. 198, 253			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Karol Virginia Mason Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL John J. Benoit Riverside County Board of Supervisor-Chairman	
17. SIGNATURE OF APPROVING OFFICIAL <i>Karol V. Mason</i>		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCALYFUND C BUD.A OFC. DIV.RE SUB. POMS AMOUNT EAR ODE CT. G. X B RP 80 00 00 228087		21. MRPUGT1674	

FORWARDED TO COUNTY COUNSEL  
 BY: *Neal R. Kipnis* DATE: *11/13*



Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD  
CONTINUATIONSHEET  
Grant**

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PROJECT NUMBER 2013-RP-BX-0013

AWARD DATE 09/30/2013

*SPECIAL CONDITIONS*

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General  
U.S. Department of Justice  
Investigations Division  
950 Pennsylvania Avenue, N.W.  
Room 4706  
Washington, DC 20530

e-mail: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov)

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at [www.usdoj.gov/oig](http://www.usdoj.gov/oig).

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.
7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.



Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD  
CONTINUATIONSHEET  
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PROJECT NUMBER 2013-RP-BX-0013

AWARD DATE 09/30/2013

*SPECIAL CONDITIONS*

8. The recipient agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The recipient also agrees to comply with applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/sam.htm> (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
9. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
10. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at [www.ojp.gov/funding/confcost.htm](http://www.ojp.gov/funding/confcost.htm).
11. The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>.
12. The recipient agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this OJP award, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this OJP award, the recipient will promptly notify, in writing, the grant manager for this OJP award, and, if so requested by OJP, seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.
13. The recipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.
14. The recipient understands and agrees that - (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
15. The recipient agrees to submit a final report at the end of this award documenting all relevant project activities during the entire period of support under this award. This report will include detailed information about the project(s) funded, including, but not limited to, information about how the funds were actually used for each purpose area, data to support statements of progress, and data concerning individual results and outcomes of funded projects reflecting project successes and impacts. The final report is due no later than 90 days following the close of this award period or the expiration of any extension periods. This report will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.



Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD  
CONTINUATIONSHEET  
Grant**

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PROJECT NUMBER 2013-RP-BX-0013

AWARD DATE 09/30/2013

*SPECIAL CONDITIONS*

16. The recipient agrees that it will submit quarterly financial status reports to OJP on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at [www.whitehouse.gov/omb/grants/standard\\_forms/ff\\_report.pdf](http://www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf)), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.
17. The recipient shall submit semiannual progress reports. Progress reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.
18. The recipient agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ffata.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
19. The recipient may not obligate, expend or draw down funds until the Office of the Chief Financial Officer (OCFO) has approved the budget and budget narrative and a Grant Adjustment Notice (GAN) has been issued to remove this special condition.