

FISCAL PROCEDURES APPROVED  
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
 BY Tanya S. Harris  
 TANYA S. HARRIS, CPA 10/10/13

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

260



**FROM:** Department of Veterans' Services

**SUBMITTAL DATE:**  
 October 4, 2013

**SUBJECT:** Ratify and authorize the Chairman of the Board to sign the attached Special Certificate of Compliance between Riverside County and the California Department of Veterans Affairs (CDVA/Cal Vet) for one-time use of funds towards outreach/awareness programs for veterans [Districts 1 - 5] [State] [\$176,223]

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

1. Ratify and authorize the Chairman of the Board to sign the attached Special Certificate of Compliance between Riverside County and the California Department of Veterans Affairs (CDVA/Cal Vet) in the amount of \$176,223.
2. Approve and direct the Auditor-Controller to adjust the budget as identified in the attached Schedule A. (CONTINUED)

Departmental Concurrence

WILLIAM J. EARL  
 Director, Veterans' Services

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
<b>COST</b>	\$ 176,223	\$ 0	\$ 176,223	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0	

**SOURCE OF FUNDS:** 100% funded by California Department of Veterans Affairs (CDVA/Cal Vet)  
**Budget Adjustment:** Yes  
**For Fiscal Year:** FY 13/14

**C.E.O. RECOMMENDATION:** APPROVE  
 BY: Donna Shaw  
 Donna Shaw  
 County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Stone, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley  
 Nays: None  
 Absent: None  
 Date: October 22, 2013  
 xc: Veterans' Services, Auditor

Kecia Harper-Ihem  
 Clerk of the Board  
 By: [Signature]  
 Deputy

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

Prev. Agn. Ref.: \_\_\_\_\_ District: ALL Agenda Number: \_\_\_\_\_

3-68

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11: One-time contribution to Riverside County in the amount of \$176,223 from California Department of Veterans Affairs for use towards outreach/awareness programs in Districts 1 through 5**

**DATE: October 4, 2013**

**PAGE: 2 of 3**

**BACKGROUND:**

**Summary**

The 2013-2014 State Budget includes an additional \$3.0 million to enhance California's County Veterans Service Offices (CVSOs). A portion of these funds will be used to support a statewide communications plan to increase awareness of CVSO services. The remaining \$2.6 million will be distributed to counties to augment local efforts by implementing best practices as determined by county staff. Riverside County will receive \$176,223 of those funds.

The \$176,223 will be used towards outreach/awareness programs in Riverside County, which include assisting the Riverside County Veterans Assistance Leadership Of Riverside County (VALOR) Advisory Task Force. A portion of the funds will also be used for temporary staff dedicated to outreach/awareness programs in Riverside County (see attached Schedule A).

Funds will be allocated based upon a process similar to that historically used for the ongoing subvention year, with a pro-rata allocation based upon the number of workload units accomplished by CVSO in the prior fiscal year. There are some considerations and constraints to using these funds:

- The funds are currently one-time funds.
- The funds cannot be used supplant current local funding levels; they must supplement current 2013-14 CVSO budget.
- There is a "maintenance of effort" requirement; the 2013-14 CVSO budget must be at least that funded in fiscal year 2012-13.
- The funds are to be used for local projects to increase veterans' access to services through activities such as: increasing staffing to provide additional service capacity; additional funding for outreach/awareness programs; and implementing expanded services to attract veterans who would not otherwise visit your CVSO.
- The CVSO will be required to collect and report on metrics to demonstrate the use and efficacy of their project(s).
- A Certificate of Compliance to be executed by the Board of Supervisors or its designee acknowledging these constraints.

As noted, these funds are one-time for the current fiscal year but Cal Vet is working to make them a permanent on-going supplement to current funding levels. To be successful in that effort it is critical that these funds are used in efficient and effective ways that will best address local needs.

**Impact on Residents and Businesses:** Additional funds will be used for outreach/awareness programs for Veterans.

See attached Schedule A.

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**SCHEDULE A**

**INCREASE APPROPRIATIONS:**

10000-5400100000-525080	Temporary Assistance Pooled Services	\$100,000
10000-5400100000-527780	Special Program Expenses	<u>\$ 76,223</u>
	Total	<u>\$176,223</u>

**INCREASE ESTIMATED REVENUE:**

10000-5400100000-755680	CA-Other Operating Grants	\$176,223
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**CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS  
VETERANS SERVICES DIVISION  
ESTIMATED SUBVENTION ALLOCATION FY 2013/2014**  
BASED ON DOUBLE AUDITED 1ST SIX MONTHS FY 2012/2013

(1) PARTICIPATING COUNTIES	(2) USDVA Vet. Pop.	(3) Sec 972 Double 1st six month Audited Wtd FY 12-13 103,814	(4) 972 Allocation	(5) Allocation for Admin.	(6) Allocation for Training	(7) Total 972 Allocation	(8) Alloc 972 % of Oper Budg	(9) 2012/2013 Oper Budget	(1) PARTICIPATING COUNTIES
			\$1,940,000	\$522,500	\$137,500	\$2,600,000			
ALAMEDA	83,171	1,204	\$22,499	\$9,500	\$2,500	\$34,499	9.30%	\$370,806	ALAMEDA
AMADOR	5,123	156	\$2,915	\$9,500	\$2,500	\$14,915	12.34%	\$120,917	AMADOR
BUTTE	20,982	930	\$17,379	\$9,500	\$2,500	\$29,379	10.26%	\$286,259	BUTTE
CALAVERAS	6,202	150	\$2,803	\$9,500	\$2,500	\$14,803	29.20%	\$50,690	CALAVERAS
COLUSA	1,437	64	\$1,196	\$9,500	\$2,500	\$13,186	15.74%	\$83,834	COLUSA
CONTRA COSTA	72,336	3,748	\$70,040	\$9,500	\$2,500	\$82,040	15.28%	\$536,978	CONTRA COSTA
DEL NORTE	3,328	300	\$5,606	\$9,500	\$2,500	\$17,606	14.92%	\$118,017	DEL NORTE
EL DORADO	17,516	772	\$14,427	\$9,500	\$2,500	\$26,427	5.68%	\$464,999	EL DORADO
FRESNO	51,043	2,226	\$41,598	\$9,500	\$2,500	\$53,598	25.76%	\$208,088	FRESNO
GLENN	1,961	182	\$3,401	\$9,500	\$2,500	\$15,401	21.25%	\$72,481	GLENN
HUMBOLDT	12,616	1,448	\$27,059	\$9,500	\$2,500	\$39,059	18.92%	\$206,411	HUMBOLDT
IMPERIAL	7,383	1,440	\$26,910	\$9,500	\$2,500	\$38,910	33.37%	\$116,601	IMPERIAL
INYO	1,924	62	\$1,159	\$9,500	\$2,500	\$13,159	11.52%	\$114,178	INYO
KERN	49,805	3,884	\$72,581	\$9,500	\$2,500	\$84,581	7.85%	\$1,078,119	KERN
KINGS	10,906	1,336	\$25,004	\$9,500	\$2,500	\$37,004	12.09%	\$305,966	KINGS
LAKE	8,469	1,060	\$19,809	\$9,500	\$2,500	\$31,809	13.50%	\$235,576	LAKE
LASSEN	3,986	268	\$4,971	\$9,500	\$2,500	\$16,971	15.35%	\$110,581	LASSEN
LOS ANGELES	411,961	6,886	\$129,307	\$9,500	\$2,500	\$140,307	5.32%	\$2,636,000	LOS ANGELES
MADERA	9,875	686	\$12,857	\$9,500	\$2,500	\$24,857	10.76%	\$231,110	MADERA
MARIN	19,357	780	\$14,576	\$9,500	\$2,500	\$26,576	23.49%	\$113,132	MARIN
MARIPOSA	2,521	16	\$299	\$9,500	\$2,500	\$12,299	25.26%	\$48,693	MARIPOSA
MENDOCINO	8,618	976	\$18,239	\$9,500	\$2,500	\$30,239	10.80%	\$280,000	MENDOCINO
MERCED	14,086	818	\$15,248	\$9,500	\$2,500	\$27,248	15.87%	\$171,676	MERCED
MODOC	986	78	\$1,458	\$9,500	\$2,500	\$13,458	35.97%	\$37,415	MODOC
MONO	1,009	18	\$336	\$9,500	\$2,500	\$12,336	10.80%	\$114,178	MONO
MONTEREY	27,879	1,180	\$22,051	\$9,500	\$2,500	\$34,051	8.17%	\$417,001	MONTEREY
NAPA	11,273	538	\$10,054	\$9,500	\$2,500	\$22,054	12.33%	\$178,891	NAPA
NEVADA	12,266	592	\$11,063	\$9,500	\$2,500	\$23,063	12.54%	\$183,962	NEVADA
ORANGE	167,085	5,154	\$96,314	\$9,500	\$2,500	\$108,314	6.84%	\$1,583,495	ORANGE
PLACER	31,708	2,022	\$37,786	\$9,500	\$2,500	\$49,786	9.42%	\$528,370	PLACER
PLUMAS	2,726	284	\$5,307	\$9,500	\$2,500	\$17,307	22.42%	\$77,192	PLUMAS
RIVERSIDE	137,699	9,590	\$179,211	\$9,500	\$2,500	\$191,211	17.97%	\$1,063,860	RIVERSIDE
SACRAMENTO	109,819	1,622	\$30,311	\$9,500	\$2,500	\$42,311	8.04%	\$526,221	SACRAMENTO
SAN BENITO	3,383	142	\$2,654	\$9,500	\$2,500	\$14,654	18.89%	\$77,577	SAN BENITO
SAN BERNARDINO	127,759	9,542	\$176,314	\$9,500	\$2,500	\$190,314	10.44%	\$1,823,613	SAN BERNARDINO
SAN DIEGO	265,571	11,072	\$206,905	\$9,500	\$2,500	\$218,905	19.51%	\$1,122,084	SAN DIEGO
SAN FRANCISCO	36,091	1,858	\$34,684	\$9,500	\$2,500	\$46,684	7.38%	\$632,934	SAN FRANCISCO
SAN JOAQUIN	40,923	2,038	\$38,085	\$9,500	\$2,500	\$50,085	11.62%	\$431,192	SAN JOAQUIN
SAN LUIS OBISPO	26,053	2,080	\$38,670	\$9,500	\$2,500	\$50,670	23.39%	\$217,486	SAN LUIS OBISPO
SAN MATEO	40,194	1,204	\$22,489	\$9,500	\$2,500	\$34,489	12.98%	\$265,549	SAN MATEO
SANTA BARBARA	31,425	2,222	\$41,523	\$9,500	\$2,500	\$53,523	14.15%	\$378,370	SANTA BARBARA
SANTA CLARA	85,941	2,338	\$43,691	\$9,500	\$2,500	\$55,691	8.19%	\$679,865	SANTA CLARA
SANTA CRUZ	16,815	888	\$16,594	\$9,500	\$2,500	\$28,594	8.86%	\$322,854	SANTA CRUZ
SHASTA	19,209	2,676	\$50,007	\$9,500	\$2,500	\$62,007	15.82%	\$391,886	SHASTA
SISKIYOU	5,332	614	\$11,474	\$9,500	\$2,500	\$23,474	20.86%	\$112,537	SISKIYOU
SOLANO	43,174	4,474	\$83,607	\$9,500	\$2,500	\$96,607	20.64%	\$463,316	SOLANO
SONOMA	40,082	2,206	\$41,224	\$9,500	\$2,500	\$53,224	10.22%	\$520,780	SONOMA
STANISLAUS	30,223	2,500	\$46,718	\$9,500	\$2,500	\$58,718	17.44%	\$336,658	STANISLAUS
TEHAMA	6,686	80	\$1,495	\$9,500	\$2,500	\$13,495	29.21%	\$46,207	TEHAMA
TRINITY	1,792	62	\$1,159	\$9,500	\$2,500	\$13,159	26.96%	\$48,810	TRINITY
TULARE	20,417	2,120	\$39,617	\$9,500	\$2,500	\$51,617	21.18%	\$243,692	TULARE
TUOLUMNE	7,724	820	\$15,324	\$9,500	\$2,500	\$27,324	10.88%	\$251,232	TUOLUMNE
VENTURA	57,098	1,518	\$33,973	\$9,500	\$2,500	\$45,973	9.27%	\$495,886	VENTURA
YOLO	10,170	750	\$14,015	\$9,500	\$2,500	\$26,015	12.48%	\$208,281	YOLO
YUBA-SUTTER	13,333	1,862	\$34,796	\$9,500	\$2,500	\$46,796	16.98%	\$275,619	YUBA-SUTTER
<b>TOTALS</b>	<b>2,256,556</b>	<b>103,814</b>	<b>\$1,940,000</b>	<b>\$522,500</b>	<b>\$137,500</b>	<b>\$2,600,000</b>		<b>\$22,018,125</b>	<b>TOTALS</b>

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS (CalVet)

SPECIAL CERTIFICATE OF COMPLIANCE

FISCAL YEAR 2013/2014

RIVERSIDE COUNTY

ONE TIME FUNDING SUBVENTION PROGRAM

Charge:

One-time contribution to counties toward expenses of their County Veterans Service Office (CVSO) per Provisional Language for line item 8955-101-0001 of the Budget Act of 2013; a state General Fund expenditure.

County Certification:

I certify that RIVERSIDE COUNTY has appointed a veteran to serve as the County Veterans Service Officer according to California Code of Regulations Title 12, Subchapter 4. This County Veterans Service Officer will administer the aid provided for in Military and Veterans Code Division 4, Chapter 5.

I certify that the County Veteran Service Officer will assist every veteran of the United States, as well as their dependents and survivors, in presenting and pursuing such claim as they may have against the United States. The County Veterans Service Officer and all accredited staff will also assist in establishing veterans, dependents and survivors' rights to any privilege, preference, care or compensation provided for by the laws and regulations of the United States, the State of California, or any local jurisdiction.

I agree that this county, through the CVSO, will maintain annual records for audit. These records will be maintained until the final allocation of funds for the subject fiscal year is issued by CalVet. We will also submit reports in accordance with the procedures and timelines established by CalVet. The County Veterans Service Officer will permit CalVet representatives to inspect all facilities and records.

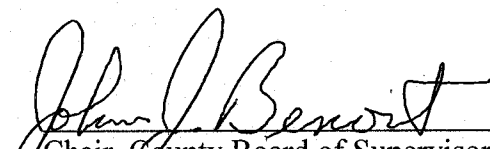
I certify that this county will meet the following requirements to receive these funds:

- To maintain fiscal year 2013-14 local CVSO funding at or above the levels locally appropriated in fiscal year 2012-13; and
- That these funds shall not be used to supplant existing county funding for CVSO operations and shall only be used to enhance those services


I certify that these funds will be primarily used for the purposes of implementing the following best practice(s): Additional outreach to all veterans, particular emphasis on Woman and Homeless Veterans, purchasing ID card machines, advertising on print and electronic media conduct workshops on military culture, inform the public of veterans legislation both state and federal.

I agree that this county, through the CVSO, will collect and report metrics related to the implementation of this program.

I acknowledge that these funds are one-time funds and may not be available in future fiscal years.

  
 Chair, County Board of Supervisors  
 (or other County Official authorized)

OCT 22 2013  
 \_\_\_\_\_  
 Date

ATTEST:  
 KECIA HAMPER, JHEM, Clerk  
 By   
 DEPUTY