

BOARD OF COUNTY COMMISSIONERS FOR
ADAMS COUNTY, STATE OF COLORADO

RESOLUTION APPROVING VALE GRANT APPLICATION FOR FUNDING OF THE
VICTIMS ADVOCATE PROGRAM AT THE SHERIFF'S OFFICE

Resolution 2014-018

WHEREAS, the Adams County Sheriff's Office (Sheriff's Office) is the law enforcement agency serving unincorporated Adams County; and,

WHEREAS, the Sheriff's Office utilizes the Victim Advocate Program to offer crisis intervention to victims of crime; and,

WHEREAS, funding for the Victim Advocate Program is available through the Victim Assistance and Law Enforcement (VALE) Board; and,

WHEREAS, Adams County has authorized the Chairman to execute VALE Grant Application for funding in the amount of \$2,925

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners, County of Adams, State of Colorado, that the Board hereby approves and authorizes the execution of the VALE Grant Application, a copy of which is attached hereto and incorporated herein by this reference, for funding the Adams County Sheriff's Office Victim Advocate Program.

Upon motion duly made and seconded the foregoing resolution was adopted by the following vote:

Henry _____ Aye
Tedesco _____ Aye
Hansen _____ Aye

Commissioners

STATE OF COLORADO)
County of Adams)

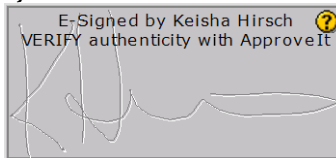
I, Karen Long, County Clerk and ex-officio Clerk of the Board of County Commissioners in and for the County and State aforesaid do hereby certify that the annexed and foregoing Order is truly copied from the Records of the Proceedings of the Board of County Commissioners for said Adams County, now in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County, at Brighton, Colorado this 13th day of January, A.D. 2014.

County Clerk and ex-officio Clerk of the Board of County Commissioners
Karen Long:



By:



Deputy

Adams County
1000 Judicial Center Drive, Suite 100
Brighton, Colorado 80601
Telephone (303) 659-7720
FAX (303) 835-5522



Broomfield County
17 DesCombes Drive
Broomfield, CO 80020
Telephone (720) 887-2199
FAX (720) 887-2189

VICTIM & WITNESS ASSISTANCE
AND
LAW ENFORCEMENT BOARD
SEVENTEENTH JUDICIAL DISTRICT

December 2, 2013

Sheriff Douglas Darr
Adams County Sheriff
322 North 19th Avenue
Brighton, CO 80601

RECEIVED
DEC 10 2013
SHERIFF

RE: 17th Judicial District VALE Grant
Grant # 14-VA-06 Victim Advocate Program

Dear Sheriff Darr:

The 17th Judicial District Victim & Witness Assistance and Law Enforcement Board is pleased to advise that funding of the Victim Advocate Program as offered by Adams County Sheriff in the amount of \$2,925 has been approved for the grant period of January 1 through December 31, 2014. These funds are approved to provide services to victims of crimes identified in the Colorado Constitutional Amendment Regarding Victims Rights, § 24-4.1-302.5 Colorado Revised Statute (VRA). Enclosed is the 2014 Contract Agreement that outlines the final budget, goals and objectives approved by the 17th Judicial District VALE Board on November 13, 2013. The 2014 Contract Agreement is requested to be returned on or before January 15, 2014 **with original signatures** for administrative review prior to the disbursement of first quarter encumbered 2014 grant funds.

You are required to complete a "CHANGE IN SIGNING AUTHORITY" form if any signatures on the 2014 Contract Agreement are different than the signatures affixed to the 2014 grant application approved. A form has been enclosed for your reference and /or use. Please make a copy of the 2014 Contract Agreement prior to returning the original if you wish to retain a copy for your records.

You will receive a copy of the 2014 Contract Agreement via email after all signatures, including the VALE Board Chair, are affixed. Should you have any questions regarding the 2014 Contract Agreement, please contact Kelly Anderson-Block, VALE Grant Administrative Manager at 303 835-5556 or via email at kblock@da17.state.co.us. You may also contact Kate Horn-Murphy, VALE Program Administrator, via email at kmurphy@da17.state.co.us or by phone at 303 835-5562.

Sincerely,


Roger Peer, Chair
17th Judicial District VALE Board

17th JUDICIAL DISTRICT VICTIM & WITNESS ASSISTANCE AND LAW ENFORCEMENT BOARD

2014 CONTRACT AGREEMENT

The Victim Assistance & Law Enforcement Board of the 17th Judicial District, pursuant to the Assistance to Victims of & Witnesses to Crimes and Aid to Law Enforcement Act, Colorado Revised Statutes § Title 24, Article 4.2 and with this contract, makes the following award for the 2014 funding period.

GRANTEE: *Adams County Sheriff's Office
332 North 19th Avenue
Brighton, Colorado 80601*

GRANT NUMBER: # 14-VA-06
This number is to be on all 2014 required reports in the space provided.

PROJECT TITLE: *Victim Advocate Program*

GRANT PERIOD: January 1 through December 31, 2014

AMOUNT OF GRANT AWARD: \$ 2,925

PURPOSE OF GRANT FUNDS: Funding was approved to provide 100 victims direct assistance, purchase sexual assault booklets for 50 victims and funds to support Language Line Services for 20 victims.

2014 APPROVED FUNDING

POSITION / SERVICE	PERSONNEL	APPROVED
Sexual Assault Booklet	Victim Advocate Coord	\$ 300.00
Language Line Services	Victim Advocate Coord	\$ 250.00
Walmart gift cards (40 gift cards x \$25 / card)	Victim Advocate Coord	\$ 1,000.00
Gas gift cards (40 x \$10 / card)	Victim Advocate Coord	\$ 400.00
Personal Hygiene / Food / Drink	Victim Advocate Coord	\$ 400.00
Hotel vouchers (5 nights @ \$45 / night + 5 nights @ \$62 / night)	Victim Advocate Coord	\$ 575.00

IT IS HEREBY AGREED:

1. **All 2014 Grant Award disbursements are contingent upon the availability of VALE funds.**
2. The approved budget and program services contained in the grant application will become contractual obligations of the grant recipient and are incorporated into this contract as set forth herein.
3. The VALE Board has allocated four quarterly disbursements of \$ 731.25 on or about the following dates contingent upon Board verification of expenses submitted for review and approval in the timely and complete submission of all required reports:

February 15, 2014

April 15, 2014

July 15, 2014

October 15, 2014

The first quarterly disbursement is contingent upon submission of a complete Contract Agreement by or before February 15, 2014 and the finding that the agency is in compliance with all prior funding period reporting requirements.

4. The VALE Board is responsible for monitoring the grant recipients' compliance with the terms and conditions of the VALE contract. Therefore, the VALE Board shall review the performance of the grant recipient's goals and objectives by way of the reporting process (see below) to assure fulfillment of the stated outcomes in the approved proposal. **The Board may request a written explanation of any perceived discrepancies between that which is reported and the stated objectives.**
5. The grant recipient is required to submit four quarterly Financial Reports on the due dates listed below. The final report is to be a cumulative report reflecting the financial activities of the entire funding period. The Financial Reporting format will be provided by the 17th Judicial District VALE Board at the beginning of the grant funding period. For written reports, seven copies and one original of each Financial Report are to be submitted. **Reports submitted in any format other than the 2014 approved format will be noted as an incomplete report. Grant recipients submitting reports that contain inaccuracies or that are determined to be incomplete will be notified to resubmit the report. Reports submitted, or resubmitted, after the established deadlines will be considered late and will delay the disbursement of encumbered grant funds.**

Financial Reports are due on the following dates:

April 15, 2014

July 15, 2014

October 15, 2014

January 15, 2015

6. The grant recipient is required to submit two Narrative Program Reports on the due dates listed below. The *Six Month Narrative Program Report* is to include cumulative VALE funded program and statistical data regarding all grant funded project and / or personnel activities for the first six months of the funding period. The *Year End Narrative Program Report* is to include cumulative VALE funded program and statistical data regarding all grant funded project and / or personnel activities for the full twelve month funding period.

The Narrative Program Reporting format will be provided by the 17th Judicial District VALE Board at the beginning of the grant funding period. For written reports, seven copies and one original of each Narrative Report are to be submitted. **Reports submitted in any format other than the 2014 approved format will be noted as an incomplete report. Grant recipients submitting reports that contain inaccuracies or that are determined to be incomplete will be notified to resubmit the report. Reports submitted, or resubmitted, after the established deadlines will be considered late and will delay the disbursement of encumbered grant funds.**

Narrative Reports are due on the following dates:

July 15, 2014

January 15, 2015

7. Failure to comply with reporting requirements may result in the grant recipient returning awarded funds to the VALE Board, and / or suspension of funding, and /or termination of the grant award. Failure to comply with reporting requirements may also jeopardize future funding to the grantee.
8. Special conditions of the award which have been stipulated between the VALE Board and the grant recipient are as follows: **NOT APPLICABLE**
9. Any equipment purchased with VALE funds must remain with the grant recipient. Equipment must be used for the purpose designated in the grant application. At such point in time a decision is made that the grantee will no longer be using the equipment as designated in the grant application, this information shall be given to the VALE Board in writing within thirty days of the decision, and the Board shall determine what is to be done with the equipment originally purchased with VALE funds. At the option of the VALE Board, ownership may be transferred to the funded agency with no further conditions.
10. The grant recipient is required to notify the VALE Board of any personnel changes during the funding period for any position funded by this VALE grant award. This includes, but is not limited to, any changes in assigned duties as originally approved for a grant funded position; any change in grant funded personnel assigned to perform or provide services as originally approved; and any change in the status of grant funded personnel which impacts the continuous delivery of services as originally approved, i.e. FMLA leave.

**Notice of any personnel changes shall be provided to the Board in writing within
30 days knowledge of said change.**

11. All grant recipients shall make available to the Board or its authorized designee, upon written request, all current records and other information, including audit / financial statements, relative to the implementation of this grant.
12. All grant recipients agree to allow on-site visitations by the VALE Board or its authorized designee during the contract period. Such on-site visitations will be pre-arranged with the grant recipient.
13. The grant recipient agrees that all funds received under this contract shall be expended solely for the purposes approved in the original grant application by the VALE Board and as stated in this contract agreement. Any funds not so expended, including funds lost or diverted to other purposes, shall be repaid to the VALE fund by the grant recipient.
14. Any change in the use of grant funds as specified in the approved budget contained within this contract agreement must be submitted in writing by the grant recipient on official agency letterhead. Such written request must be approved by the VALE Board prior to the implementation of any such change.
15. In the event all of the monies paid to the grant recipient are not expended within the contract period, the VALE Board, in its discretion, may extend the funding period of the contract, approve a reallocation of grant funds, or request that unexpended monies be returned at the end of the contract period.
16. The grant recipient shall submit a written request to the VALE Board by or before **October 15, 2014** to extend the funding period or for a change in the use of funds as originally approved by the VALE Board. Written requests for a reallocation of approved VALE grant funds or an extension of funding period will shall include the following information:
 - A. *The reason funds will not be expended as specified in the approved budget during the grant contract period;*
 - B. *The specific dollar amount of funds being requested for reallocation;*
 - C. *The specific time frame being requested for extension of a grant period;*
 - D. *The specific line items funds will be taken from and moved to within the originally approved budget.*
17. The recipients of all VALE funded services provided by VALE grant funded agency personnel are entitled to be treated ethically, with fairness, dignity and respect. Therefore, all VALE grant recipients are required to adopt a Code of Ethics that assures ethical and impartial services as well as transparent and accountable business practices. This Code of Ethics shall be made available to the Board or its authorized designee in the grant application when submitted and upon request during the funding period.
18. By affixing the Authorized Official's signature on the Signature Page of the contract, the agency agrees to comply with all applicable requirements of the County, State, and Federal law with respect to nondiscrimination in employment, services and facilities.
19. By affixing the Authorized Official's signature on the Signature Page of the contract, the agency agrees to comply with all applicable requirements of the American Disability Act (ADA) with respect to providing accommodations for victims, witnesses and / or service providers to all to VALE funded program / project services.
20. By affixing the Authorized Official's signature on the Signature Page of the contract, the agency certifies that it does not employ or contract with illegal aliens in compliance with Section 8-17.5-101 et.seq Colorado Revised Statutes and provisions are in place to ensure that illegal aliens are not performing work to provide any services funded with 17th Judicial District VALE grant monies. Such provisions include, but are not limited to, requirements that the agency (1) *shall not knowingly employ or contract with an illegal alien to*

perform work funded through a contract between the 17th Judicial District VALE Board and the agency and (2) the agency shall not enter into a contract with a subcontractor that fails to certify to the agency that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work for any services funded with 17th Judicial District VALE grant monies.

21. Failure to comply with any of the terms and conditions of this contract, including non-performance of goals and objectives as determined by the VALE Board, may result in the suspension of the grant award, termination of the grant award, return of grant funds to the VALE fund or any other action deemed appropriate and necessary by the VALE Board.
22. This contract may not be amended without prior written approval of the VALE Board. Requests to amend this contract shall be in writing and will be reviewed by the VALE Board for a final determination.
23. The following goals, objectives and victim impact(s) outlined are the approved grant funded activities and the required reporting components for the 2014 VALE grant funding period of January 1 through December 31, 2014.

2014 APPROVED GOALS / OBJECTIVES / VICTIM IMPACTS

GOAL 1, OBJECTIVE A:

43	Homicide, attempted, criminally negligent, manslaughter
0	Vehicular homicide, vehicular assault
30	Assault
3	Menacing
0	Kidnapping
50	Sexual assault (victim over age 13)
40	Sexual assault on a child, incest
0	Robbery, aggravated robbery
5	Child physical abuse
0	Crimes against at-risk adults or juveniles
0	Stalking
74	Domestic Violence
0	Child witnesses of domestic violence
0	Bias-motivated crime
0	Retaliation, intimidating, tampering with a witness or victim
0	Retaliation against a judge or juror
0	Human trafficking of adults
0	First degree burglary
0	Other (defined in #8)
245	TOTAL

OBJECTIVE 1 B:

0	Application Assistance with Community Referrals
25	Assistance completing Victim Compensation Application

0	Assistance in completing Criminal Justice Forms
15	Assistance with Emergency Financial Resources (outside agency)
0	Civil Legal Information, support and advocacy
245	Community Referrals
62	Crime Scene Response
245	Criminal Justice Information, support and advocacy
0	Crisis Hotline Assistance
125	Emergency Financial or tangible assistance
0	Employer/creditor intercession
490	Follow-Up Contact
45	Forensic Exams
0	Group Counseling
45	Hospital/Clinic/Medical Response
0	Individual Counseling
0	Property Retrieval
0	Shelter/Safehouse Services
0	Other (as defined in #12)
5	Coordination of safety during the criminal justice process
0	Non-Routine Law Enforcement Training
0	Non-Routine Law Enforcement Personnel
0	Non-Routine Law Enforcement Equipment
0	Special Advocate Services
0	Telephone Lines for Victim Assistance
20	Translation Services
0	Transitional housing
0	OTHER (as defined in #12)
465	TOTAL

GOAL 2:

The Victim Advocate Program will provide funds for emergency needs and printed materials to victims of crime to educate victims and provide relief from immediate financial and/or safety concerns.

OBJECTIVE 2 A:

Provide victims of sexual assault a written booklet of information and resources. These booklets may be given on scene or mailed to a victim of sexual assault during the duration of the funding period. We estimate to provide booklets to 50 Sexual Assault Victims in 2014. We expect victims will report they gained knowledge of, and are aware of resources pertaining to sexual assault. This will address the outcomes of safety and healing.

OBJECTIVE 2 B:

Provide victims emergency financial assistance with gift cards and motel vouchers. The purpose of these items is to meet emergency needs of victims who are often women and children with concerns including safety, food, and transportation. The program estimates to provide gift cards to 25 victims in 2014. Food, drinks, hygiene items, diapers, and clothing will also be made available for disbursement where appropriate. The

program estimates providing 100 victims and/or witnesses with these items in emergency situations or when they are at the Sheriff's Office for interviews with detectives. It is estimated that victims who receive these services will report they were given referrals to help with their emergency financial needs. Receiving emergency financial assistance will address the outcomes of safety, healing, and restitution. Victims receiving emergency hotel vouchers will report they felt physically safer because of the assistance provided. If victims require additional emergency financial assistance not provided by the Victim Advocate Program, referrals will be made to other agencies to assist with ongoing needs.

GOAL 3:

The Victim Advocate Program will provide culturally sensitive services to crime victims making the criminal justice process easier in the initial stages of a law enforcement investigation.

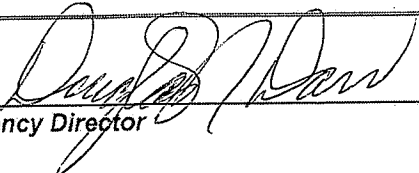
OBJECTIVE 3 B:

Provide language line services to non english speaking victims of VRA crimes as defined in C.R.S. section 24-4.1-302.5. The program estimates providing services to 20 victims in 2014. Our goal is to significantly increase the understanding of VRA information given and resources provided as a result of utilizing this service.

Utilizing the language line will address justice outcomes. Victims will have a better knowledge of how the system works, and what their options are using these resources.

SIGNATURE PAGE

1. Contract signatories are to be the same as the signatories of the approved 2014 grant application. If there have been changes in signatories since the submission of the 2014 grant application, you must contact the VALE Program Administrator prior to submitting the contract.
2. The grant recipient assures that the following signatories, all staff and volunteers assigned to this program / project have read and understand the rights afforded to crime victims pursuant to Section 24-4.1-302.5 C.R.S. and the services delineated pursuant to Sections 24-4.1-303 C.R.S. and Section 23-4.1-304 C.R.S.
3. The grant recipient, through the following signatories, understands and agrees that all 17th Judicial District VALE monies received as a result of the approved 2014 grant application shall be subject to the terms of this contract.



Agency Director

Douglas N. Darr Jan 13, 2014

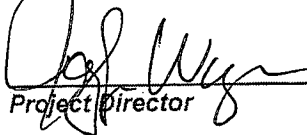
Name (Printed) Date

ddarr@adco.gov.org

Agency Director Email

303-655-3211

Agency Director Phone



Project Director

Jaylynn Wayman 1-14-14


Name (Printed) Date

jwayman@adco.gov.org

Project Director Email

720-322-1242

Project Director Phone



Financial Officer

Marc Osborne 1/13/14


Name (Printed) Date

mosborne@adco.gov.org

Financial Director Email

303-655-3238

Financial Director Phone



Authorized Official

EVA J Henry 1/14/14

Name (Printed) Date

ehenry@adco.gov.org

Authorized Official Email

720-475-6461

Authorized Official Phone

Chair, 17th Judicial District VALE Board

Roger Peer

Name (Printed) Date

SIGNATURE PAGE DEFINITIONS

AGENCY DIRECTOR The agency director must be a person other than the Financial Officer. The executive director of the agency. This may be the same person as the project director or the authorized official. This person will receive correspondence regarding Board decisions and related grant funded activity.

PROJECT DIRECTOR The Project Director must be a person other than the Authorized Official or the Financial Officer. This is the person who has direct responsibility for the implementation of the project and who will receive correspondence regarding Board decisions and related grant funded activity. This person should combine knowledge and experience in the project area with ability to administer the project and supervise personnel; the Project Director shares responsibility with the Financial Officer for seeing that all expenditures are within the approved budget. This person will normally devote a major portion of his/her time to the project and is responsible for meeting all reporting requirements.

FINANCIAL OFFICER The Financial Officer must be a person other than the Authorized Official or the Project Director. The person who is responsible for all financial matters related to the program and has responsibility for the accounting; management of funds, verification of expenditures, audit information and financial reports. The person who actually prepares the financial reports may be under the supervision of the Financial Officer.

AUTHORIZED OFFICIAL The Authorized Official must be a person other than the Financial Officer. The person who is, by virtue of position, authorized to enter into contracts for the grant applicant agency.