



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: James Reardon, Commissioner of Finance & Management
From: Nathan Lavery, Fiscal Analyst
Date: November 5, 2009
Subject: JFO #2396, #2397, #2398

No Joint Fiscal Committee member has requested that the following items be held for review:

JFO #2396 — \$38,026 grant from the U.S. Department of Health and Human Services Administration on Aging to – Department of Disabilities, Aging and Independent Living (DAIL). These grant funds will be used to inform new and existing Medicare beneficiaries about eligibility for federal programs that help them pay for prescription drugs and other health costs, as well as enrollment assistance for these programs.

[JFO received 10/06/09]

JFO #2397 — \$545,842 grant from the Federal Emergency Management Agency (FEMA) to Department of Public Safety. These grant funds will be used to provide financial assistance to implement measures that will permanently reduce or eliminate future damage from natural hazards through safer building practices and improving existing structures.

[JFO received 10/06/09]

JFO #2398 — \$100,000 grant from the U.S. Department of Justice to State's Attorneys and Sheriffs. These grant funds will be used to purchase equipment to document and record Special Investigation Units (SIUs)/Child Advocacy Center interviews, crime scene evidence, etc., and train SIU personnel.

[JFO received 10/06/09]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since these items were submitted to the Joint Fiscal Committee, the Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Joan Senecal, Commissioner
Thomas Tremblay, Commissioner
Jane Woodruff, Executive Director



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: October 13, 2009
Subject: Grant Requests

Enclosed please find five (5) requests that the Joint Fiscal Office has received from the administration:

JFO #2396 — \$38,026 grant from the U.S. Department of Health and Human Services Administration on Aging to – Department of Disabilities, Aging and Independent Living (DAIL). These grant funds will be used to inform new and existing Medicare beneficiaries about eligibility for federal programs that help them pay for prescription drugs and other health costs, as well as enrollment assistance for these programs.

[JFO received 10/06/09]

JFO #2397 — \$545,842 grant from the Federal Emergency Management Agency (FEMA) to Department of Public Safety. These grant funds will be used to provide financial assistance to implement measures that will permanently reduce or eliminate future damage from natural hazards through safer building practices and improving existing structures.

[JFO received 10/06/09]

JFO #2398 — \$100,000 grant from the U.S. Department of Justice to State's Attorneys and Sheriffs. These grant funds will be used to purchase equipment to document and record Special Investigation Units (SIUs)/Child Advocacy Center interviews, crime scene evidence, etc., and train SIU personnel.

[JFO received 10/06/09]

JFO #2399 — \$130,000 grant from the U.S. Department of Justice to the Department of Public Safety. These grant funds will be used to hire one intelligence analyst who will be assigned to the Vermont Fusion Center (VTFC) to support rural law enforcement investigations in Vermont. **This grant is a competitive award under the American Recovery and Reinvestment Act (ARRA) and expedited approval of this item has been requested.** The Joint Fiscal Committee members will be contacted within two weeks with a request to waive the statutory review period and accept this item.

[JFO received 10/13/09]

JFO #2400 — \$29,220 grant from the U.S. Department Agriculture to the Agency of Agriculture, Food and Markets. These funds will be used to increase the level of participation of Vermont livestock owners in the National Animal Identification System (NAIS).

[JFO received 10/13/09]

The Joint Fiscal Office has reviewed these submissions and determined that all appropriate forms bearing the necessary approvals are in order. In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@leg.state.vt.us) if you have questions or would like an item held for Joint Fiscal Committee review. Unless we hear from you to the contrary by October 27 we will assume that you agree to consider as final the Governor's acceptance of these requests.

cc: James Reardon, Commissioner
Roger Allbee, Secretary
Joan Senecal, Commissioner
Thomas Tremblay, Commissioner
Jane Woodruff, Executive Director



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Representative William Lippert
From: Nathan Lavery, Fiscal Analyst
Date: October 13, 2009
Subject: JFO #2397 & #2398

Representative Michael Obuchowski asked that I forward to you a copy of the enclosed grant materials and cover memo. He requests your observations regarding the enclosed items.

cc: Rep. Michael Obuchowski
Stephen Klein



State of Vermont
Department of Finance & Management
109 State Street, Pavilion Building
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
[fax] 802-828-2428

**STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		To purchase equipment to document and record Special Investigation Units (SIUs)/ Child Advocacy Centers interviews, physical crime scene evidence and victim injuries as well as provide important training for the 140+ professionals involved in the SIU teams.			
Date:		9/14/2009			
Department:		States Attorneys and Sheriffs			
Legal Title of Grant:		FY09 Congressionally Selected for the Vermont State's Attorneys Office			
Federal Catalog #:		16.753			
Grant/Donor Name and Address:		U.S. Department of Justice, Office of the Assistant Attorney General, Washington, D.C. 20531			
Grant Period:		From:	To:		
		10/1/2009	9/30/2012		
Grant/Donation		\$100,000.00			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$60,587	\$14,985	\$24,428	\$100,000	First year buy the equipment. All years have \$\$\$ for training.
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Department of Finance & Management				<i>[Signature]</i>	(Initial)
Secretary of Administration				<i>[Signature]</i>	(Initial)
Sent To Joint Fiscal Office				9/30/09	Date 9/30/09

RECEIVED
OCT 06 2009
JOINT FISCAL OFFICE

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION			
1. Agency:	State's Attorneys		
2. Department:	State's Attorneys and Sheriffs		
3. Program:	SIU		
4. Legal Title of Grant:	FY09 Congressionally Selected for Vermont State's Attorneys Office		
5. Federal Catalog #:	16.753		
6. Grant/Donor Name and Address: Department of Justice, Office of the Assistant Attorney General, Washington, D.C. 20531			
7. Grant Period:	From:	10/1/2009	To: 9/30/2012
8. Purpose of Grant: To greatly enhance the capabilities of Vermont's Special Investigation Units/Child Advocacy Centers by expediting the purchase of equipment needed to document and record interviews, physical crime scene evidence, victim injuries, and to allow Vermont to provide critical training to more than 140 professionals assigned to their multidisciplinary teams.			
9. Impact on existing program if grant is not Accepted: Equipment and training for newly developing SIU's will be greatly impacted, as no other funds have been sought for or appropriated to meet these critical needs.			

10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2010	FY 2011	FY 2012 - 2013	
Personal Services	\$	\$	\$	
Operating Expenses	\$60,587	\$14,985	\$24,428	SFY1 includes equipment \$30,617.00
Grants	\$	\$	\$	
Total	\$60,587	\$14,985	\$24,428	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$60,587	\$14,985	\$24,428	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$60,587	\$14,985	\$24,428	
Appropriation No:	2130400000	Amount:	\$100,000	
			\$	
			\$	

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STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

				\$
				\$
				\$
				\$
			Total	\$

PERSONAL SERVICE INFORMATION


11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: _____ Agreed by: _____ (initial)

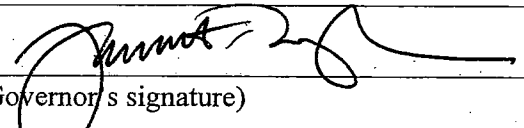
12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.


13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: 	Date: 9/1/09
	Title: Chair - Executive Board State's Attorneys	
	Signature: _____	Date: _____
	Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/>	Check One Box: Accepted	 (Governor's signature)	Date: 9/29/09
<input type="checkbox"/>	Rejected		Date: _____

15. SECRETARY OF ADMINISTRATION

<input type="checkbox"/>	Check One Box: Request to JFO	(Secretary's signature or designee) 	
<input type="checkbox"/>	Information to JFO		Date: 9/14/09

16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input type="checkbox"/> Notice of Award <input type="checkbox"/> Grant Agreement <input type="checkbox"/> Grant Budget	<input type="checkbox"/> Notice of Donation (if any) <input type="checkbox"/> Grant (Project) Timeline (if applicable) <input type="checkbox"/> Request for Extension (if applicable) <input type="checkbox"/> Form AA-1PN attached (if applicable)

End Form AA-1



Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

August 27, 2009

Mrs. Barbara Bernardini
Vermont State's Attorneys Office
12 Baldwin Street
Montpelier, VT 05633-6401

Dear Mrs. Bernardini:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 09 Congressionally Selected in the amount of \$100,000 for Vermont State's Attorneys Office.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Flora Lawson, Program Manager at (202) 305-9216; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Laurie Robinson".

Laurie Robinson
Acting Assistant Attorney General

Enclosures



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Maria A. Berry, NEPA Coordinator

Subject: Categorical Exclusion for Vermont State's Attorneys Office

The Edward Byrne Memorial Discretionary Grants Program helps local communities improve the capacity of local justice systems and provides for national support efforts. None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

- (1) New construction.
- (2) Renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain.
- (3) A renovation which will change the basic prior use of a facility or significantly change its size.
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment.
- (5) Implementation of a program involving the use of chemicals.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of the Code of Federal Regulations. Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion.

Narrative:

Background:

In 1993 the Chittenden Unit for Special Investigation (CUSI) was created as a result of local a grass root effort to find a better way to investigate allegations of sexual abuse. Chittenden County being the most populous county in the state receives the majority of its law enforcement services from municipal agencies. These agencies found that the majority of their sexual abuse cases involve child victims, with a family member, friend or a trusted adult as the offender. Prior to the development of CUSI the vast majority of the cases investigated in Chittenden County were handle by uniformed patrol officers who did their best but were as a whole, ill prepared for these types of cases. Chittenden County's approach was to hand select officers from within their respective agencies, who were the most adapt at these type of investigation, provide them with specialized training and equipment, co-locate them with a dedicated prosecutor and victim advocate and operating under a memorandum of understanding that their Special Investigation Unit would handle crimes of sexual violence and severe child abuse occurring within their County. Following two years later, in 1995, the Northwest Unit for Special Investigations (NUSI) was created to serve the victims of sexual violence and severe child abuse in Franklin and Grand Isle Counties. This Unit developed slightly different as the vast majority of the two counties was served by the Vermont State Police. NUSI started with the assignment of a hand selected state trooper to the Franklin County State's Office. Over the following years both Units became non-profit 501C3 entities, receiving financial and in-kind support from their respective communities. Both became and remain accredited members of the National Children's Alliance receiving limited federal and state funding.

Today CUSI is staffed with have a full time executive director and an administrative assistant who coordinate a co-located multidisciplinary team consisting seven assigned municipal and state police investigators, a dedicated county prosecutor, a state victim's advocate and an investigator from the department of children and families who handle over 400 cases of sexual violence and severe child abuse each year.

Today NUSI is staffed with a have a part time executive director and a full time administrative assistant who coordinate a co-located team of two state troopers, a Franklin County deputy sheriff, a part time dedicated county prosecutor, a part time state victim's advocate and an onsite therapist who handle over 200 cases of sexual violence and severe child abuse each year.

In 2006 the Vermont General Assembly, building off the success of CUSI and NUSI, passed into law (S.15) which required that every citizen of the state of Vermont have access to a special investigation unit by July 1st, 2009. Further, the law expanded the role of the SIUs to include not only crimes of sexual violence, but domestic violence, child abuse, abuse of the elderly, mentally ill and physically disabled as well. The law also created the Vermont Special Investigation Unit's Policy Board made up of:

- The Executive Director of Vermont's State's Attorneys and Sheriffs
- The Executive Director of Vermont's Crime Victim Services
- The Executive Director of Vermont's League of Cities and Towns
- Vermont's Secretary of Administration
- Vermont's Commissioner of Public Safety
- Vermont's Attorney General

- A Representative of the Vermont's Police Chief's Association
- A Representative of the Vermont's Sheriff's association

Since the passage of S.15, Vermont has allocated general funds dollars to help build and sustain SIUs in the amounts of \$363,000 for FY2007, \$496,000 for FY2008 and \$620,000 for FY2009.

In 2009 the Vermont General Assembly passed S.13, a comprehensive sexual assault bill that in part expanded the role of SIUs to include sex offender registry checks, and it allocates \$770,000 in SIU funding for FY2010, along with an additional \$880,000 being added to the State Police budget for additional SIU Detective Troopers.

Project Abstract:

The funding through this award will greatly enhance the capabilities of Vermont's Special Investigation Units/Child Advocacy Centers by expediting the purchase of equipment needed to document and record interviews, physical crime scene evidence and victim injuries, and will allow Vermont to provide critical training to more than 140 professionals assigned to our multidisciplinary teams.

Problem:

Vermont, like most states, has historically address crimes of sexual violence, domestic violence, child abuse, elder abuse, and abuse of both the physical and mentally disabled in the traditional

“silo” approach, wherein each responsible entity or discipline completes their portion of the process independently of each other and then forwards their work and victim along to the next entity in the process. This disjointed approach has lent itself to the creation of multiple agencies and departments that each handles a particular crime or a portion thereof, resulting in a duplication of services and resources, significant gaps in victim services and, in a large majority of the cases, unnecessary delays in prosecution and/or a successful resolution.

Response:

In 2006, the Vermont General Assembly building off the success of two grass root County based sexual assault “Special Investigation Units” (SIUs), passed into law (S.15) which required that every citizen of the state have access to a special investigation unit by July 1st, 2009. Moreover the law expanded the role of SIUs to include all of the above six referenced crimes. With the passage of S.15, Vermont has allocated general fund dollars in the amounts of \$363,000 for FY2007, \$496,000 for FY2008; \$620,000 for FY2009 and has budgeted \$770,000 for FY2010 with an additional \$880,000 being added to the State Police budget to add additional officers to the developing units.

With the ongoing expansion and development of SIUs throughout the state, Vermont’s vision is that of twelve community-based, special investigation units/child advocacy centers, each being a 501C3 non profit entity with a co-located multidisciplinary team consisting of law enforcement, prosecution, victim advocacy, child services; medical and therapeutic services. Currently, none

of the eight (8) existing/developing SIUs have sufficient staffing, training, resources or expertise to be a fully functioning SIU as envisioned by our state's leaders.

Expected Outcome:

By creating and co-locating these multidisciplinary teams in twelve locations throughout the state, a number of favorable outcomes are expected:

- The coordinated multidisciplinary team approach will better serve victims from the time of their initial disclosure to the conclusion of the case.
- Victims will be able to access all services from one location and not be passed from one entity to the next.
- Cases/victims will not be lost and/or delayed by the existing "silo" approach.
- The development of a higher level of expertise for each involved discipline, through specialization, enhanced training and "team support and sharing of their collective knowledge and experiences".
- Enhanced investigations, upon a determination that a crime has occurred, will result in a reduction of victim/witness depositions, court proceeding, trials, and an increase in the quality of plea agreements with longer sentences and probationary periods.
- Reduction in the "cycle of violence" especially in the areas of child sexual abuse, child abuse, domestic violence and child exposure to domestic violence.
- An increase in organizational capacity to enhance public awareness and support current prevention measures.

Specific Needs:

As each of the twelve developing SIU move forward and are staffed with dedicated personnel, two critical area of need arise:

- First is that of adequate equipment to properly document and record physical crimes scene evidence, victim injuries and interviews of victims, witnesses and offenders.
- The second area of need is that of specialized training. With the forthcoming rapid expansion Vermont's Special Investigation Units numerous law enforcement officers, prosecutors and department of children and families field investigators will need to receive training particularly in the area of forensic interviewing. The vast majority of the crimes to be investigated by the Special Investigation Units will involve children, will be un-witnessed and will be reported days, weeks and even years after the actual commission of the crime. The nature of these crimes makes the skill of interviewing the most important trait needed by unit team members.

Budget:

Equipment:

- Laptop Computers with Software	10 x \$2,467.00	\$24,617.00
- Digital Still Cameras	10 x \$ 250.00	\$ 2,500.00
- Digital Video Cameras	10 x \$ 350.00	<u>\$ 3,500.00</u>
Sub-Total		\$30,617.00

Training, Year # 1(FY2009-2010)

- Vermont to Host Two 3 day Basic Forensic Interview Training Seminars

Instructor//Material Days	6 x \$2,500.00	\$15,000.00
Instructor Airfare	2 x \$ 750.00	\$ 1,500.00
Instructor Lodging Days	8 x \$ 125.00	\$ 1,000.00
Instructor Per Diem Days	10 x \$ 39.00	\$ 390.00
Instructor Misc. Expense Days	10 x \$ 20.00	\$ 200.00
Instructor Veh. Rental Days	10 x \$ 45.00	\$ 450.00
Conference Facility Days	6 x \$1,000.00	\$ 6,000.00
Facility Equipment Rental	6 x \$ 100.00	\$ 600.00
Lunch 35 people per day x	6 x \$ 16.00	\$ 3,360.00
Refreshments 35 people per d ay x	6 x \$ 7.00	\$ 1,470.00

Sub Total

\$29,970.00

Training, Year # 2 (FY2010-2011)

- Vermont to Host One 3 day Basic Forensic Interview Training Seminar and
One 5 day Advanced Forensic Interview Training Seminar.

- Basic:

Instructor//Material Days	3 x \$2,500.00	\$ 7,500.00
Instructor Airfare	1 x \$ 750.00	\$ 750.00
Instructor Lodging Days	4 x \$ 125.00	\$ 500.00
Instructor Per Diem Days	5 x \$ 39.00	\$ 195.00
Instructor Misc. Expense Days	5 x \$ 20.00	\$ 100.00
Instructor Veh. Rental Days	5 x \$ 45.00	\$ 225.00
Conference Facility Days	3 x \$1,000.00	\$ 3,000.00
Facility Equipment Rental	3 x \$ 100.00	\$ 300.00
Lunch 35 people per day x	3 x \$ 16.00	\$ 1,680.00
Refreshments 35 people per d ay x	3 x \$ 7.00	\$ 735.00
Sub Total		\$14,985.00

- Advanced:

Instructor//Material Days	5 x \$2,500.00	\$12,500.00
Instructor Airfare	1 x \$ 750.00	\$ 750.00
Instructor Lodging Days	6 x \$ 125.00	\$ 750.00
Instructor Per Diem Days	7 x \$ 39.00	\$ 273.00

Instructor Misc. Expense Days	7 x \$ 20.00	\$ 140.00
Instructor Veh. Rental Days	7 x \$ 45.00	\$ 315.00
Conference Facility Days	5 x \$1,000.00	\$ 5,000.00
Facility Equipment Rental	5 x \$ 100.00	\$ 500.00
Lunch 35 people per day x	5 x \$ 16.00	\$ 2,800.00
Refreshments 35 people per d ay x	5 x \$ 8.00	\$ 1,400.00
Sub Total		\$24,428.00

Total **\$100,000.00**

Budget Narrative:

Equipment:

The above listed equipment will be issued to state's attorneys and law enforcement officers assigned to the Special Investigation Units. This equipment is essential to properly record and document crime scenes, injuries and other physical evidence. The laptops, with secure remote access systems, will provide the assigned officers and prosecutors with the ability to access multiple data basis, files and records from the field and from within the courtroom.

The procurement of the listed equipment will be accomplished utilizing established state contracts through the Vermont Department of Public Safety and the Vermont Department of State's Attorneys and Sheriffs.

Training:

With the forthcoming rapid expansion Vermont's Special Investigation Units numerous law enforcement officers, prosecutors, victim advocates and field investigators from the department of children and families will need to receive training particularly in the area of forensic interviewing. As the vast majority of the crimes to be investigated by the Special Investigation Units/Child Advocacy Centers - will involve children, will be un-witnessed and will be reported days, weeks and even years after the actual commission of the crime. The nature of these crimes makes the skill of interviewing the most important trait required of these team members.

For the past six months Vermont's SIU training committee has been working on researching and establishing a SIU/CAC training program utilizing national best practice standards. The committee has agreed that the Basic and Advanced Forensic Interview training, offered by the National Children's Advocacy Center located in Huntsville Alabama, is the best choice for Vermont's Unit's. The National Children's Advocacy Center offers their training programs either at their facility or yours. The costs of bringing NCAC's Training to Vermont vs. sending individual members to their training facility is approximately one fourth the cost (\$450.00 vs. \$2,000.00 per person for the basic course) and (\$700.00 vs. (\$2,600.00) for the advanced course.

Vermont's SIU Training Committee is represented by:

- Vermont's Department of Children and Families
- Vermont's Special Investigation Unit's Policy Board
- Vermont's Child Advocacy Center State Chapter
- Vermont State Police
- The Chittenden Unit for Special Investigation/Child Advocacy Center
- The Northwest Unit for Special Investigations

Vermont's SIU training committee has identified the need for the following training, and their respective agencies/entities have agreed to pool resources and seek alternative funding to complete this training plan.

Year #1 (FY2009-2010) Host three basic forensic interview training strategically located, 1 north, 1 central and 1 south, to reduce costs by eliminating the need for lodging.

Year # 2 (FY2010-2011) Host one basic and one advanced forensic interview training.

Year # 3 (FY2011-2012) Host one basic and one advanced forensic interview training.

Individual Special Investigation Units/Child Advocacy Centers and the State of Vermont will seek funding to supplement these grant funds to cover the additional costs of this three year training plan.

Project Timeline:

The requested funding will be utilized in three phases, to continue to properly equip and train Team Members as they are assigned to the Units.

Phase 1 (First Six Months):

- Purchase and assigned listed equipment.
- Secure contracts with the National Children's Advocacy Center to provide training as listed.

Phase 2 (First Year)

- Host at a minimum two Basic Forensic Interview Training Seminars.

Phase 3 (Second Year)

- Host at a minimum One Basic and One Advanced Forensic Interview Seminar.



State of Vermont
Department of Finance & Management
109 State Street, Pavilion Building
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
[fax] 802-828-2428

**STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary: To purchase equipment to document and record Special Investigation Units (SIUs)/ Child Advocacy Centers interviews, physical crime scene evidence and victim injuries as well as provide important training for the 140+ professionals involved in the SIU teams.

Date: 9/14/2009

Department: States Attorneys and Sheriffs

Legal Title of Grant: FY09 Congressionally Selected for the Vermont State's Attorneys Office

Federal Catalog #: 16.753

Grant/Donor Name and Address: U.S. Department of Justice, Office of the Assistant Attorney General, Washington, D.C. 20531

Grant Period: **From:** 10/1/2009 **To:** 9/30/2012

Grant/Donation \$100,000.00

	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$60,587	\$14,985	\$24,428	\$100,000	First year buy the equipment. All years have \$\$s for training.

Position Information:	# Positions	Explanation/Comments
	0	

Additional Comments:

Department of Finance & Management	<i>[Signature]</i>	(Initial)
Secretary of Administration	<i>[Signature]</i>	(Initial)
Sent To Joint Fiscal Office	9/30/09	Date 9/30/09

RECEIVED
OCT 06 2009
JOINT FISCAL OFFICE

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION			
1. Agency:	State's Attorneys		
2. Department:	State's Attorneys and Sheriffs		
3. Program:	SIU		
4. Legal Title of Grant:	FY09 Congressionally Selected for Vermont State's Attorneys Office		
5. Federal Catalog #:	16.753		
6. Grant/Donor Name and Address:	Department of Justice, Office of the Assistant Attorney General, Washington, D.C. 20531		
7. Grant Period:	From:	10/1/2009	To: 9/30/2012
8. Purpose of Grant:	To greatly enhance the capabilities of Vermont's Special Investigation Units/Child Advocacy Centers by expediting the purchase of equipment needed to document and record interviews, physical crime scene evidence, victim injuries, and to allow Vermont to provide critical training to more than 140 professionals assigned to their multidisciplinary teams.		
9. Impact on existing program if grant is not Accepted:	Equipment and training for newly developing SIU's will be greatly impacted, as no other funds have been sought for or appropriated to meet these critical needs.		

10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2010	FY 2011	FY 2012 - 2013	
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Operating Expenses	\$60,587	\$14,985	\$24,428	SFY1 includes equipment \$30,617.00
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(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$60,587	\$14,985	\$24,428	
Appropriation No:	2130400000	Amount:	\$100,000	
			\$	
			\$	

REC'D SEP 3 2009

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

			\$
			\$
			\$
			\$
		Total	\$

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.


Appointing Authority Name: _____ Agreed by: _____ (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

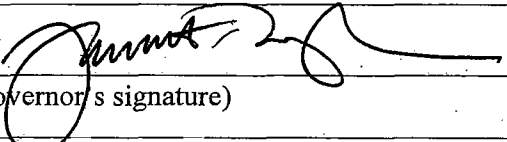
12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

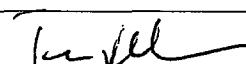
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature:  Date: 9/14/09
 Title: Chair - Executive Board State's Attorneys
 Signature: _____ Date: _____
 Title: _____

14. ACTION BY GOVERNOR

Check One Box: Accepted  Date: 9/29/09
 Rejected (Governor's signature) Date: _____

15. SECRETARY OF ADMINISTRATION

Check One Box: Request to JFO (Secretary's signature or designee) Date: 9/14/09
 Information to JFO  Date: 9/14/09

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

- | | |
|---|--|
| <input type="checkbox"/> Request Memo
<input type="checkbox"/> Dept. project approval (if applicable)
<input type="checkbox"/> Notice of Award
<input type="checkbox"/> Grant Agreement
<input type="checkbox"/> Grant Budget | <input type="checkbox"/> Notice of Donation (if any)
<input type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Request for Extension (if applicable)
<input type="checkbox"/> Form AA-1PN attached (if applicable) |
|---|--|

End Form AA-1



Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

August 27, 2009

Mrs. Barbara Bernardini
Vermont State's Attorneys Office
12 Baldwin Street
Montpelier, VT 05633-6401

Dear Mrs. Bernardini:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 09 Congressionally Selected in the amount of \$100,000 for Vermont State's Attorneys Office.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Flora Lawson, Program Manager at (202) 305-9216; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "L. Robinson", written over a horizontal line.

Laurie Robinson
Acting Assistant Attorney General

Enclosures



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Maria A. Berry, NEPA Coordinator

Subject: Categorical Exclusion for Vermont State's Attorneys Office

The Edward Byrne Memorial Discretionary Grants Program helps local communities improve the capacity of local justice systems and provides for national support efforts. None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

- (1) New construction.
- (2) Renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain.
- (3) A renovation which will change the basic prior use of a facility or significantly change its size.
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- (5) Implementation of a program involving the use of chemicals.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of the Code of Federal Regulations. Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion.

Narrative:

Background:

In 1993 the Chittenden Unit for Special Investigation (CUSI) was created as a result of local a grass root effort to find a better way to investigate allegations of sexual abuse. Chittenden County being the most populous county in the state receives the majority of its law enforcement services from municipal agencies. These agencies found that the majority of their sexual abuse cases involve child victims, with a family member, friend or a trusted adult as the offender. Prior to the development of CUSI the vast majority of the cases investigated in Chittenden County were handle by uniformed patrol officers who did their best but were as a whole, ill prepared for these types of cases. Chittenden County's approach was to hand select officers from within their respective agencies, who were the most adapt at these type of investigation, provide them with specialized training and equipment, co-locate them with a dedicated prosecutor and victim advocate and operating under a memorandum of understanding that their Special Investigation Unit would handle crimes of sexual violence and severe child abuse occurring within their County. Following two years later, in 1995, the Northwest Unit for Special Investigations (NUSI) was created to serve the victims of sexual violence and severe child abuse in Franklin and Grand Isle Counties. This Unit developed slightly different as the vast majority of the two counties was served by the Vermont State Police. NUSI started with the assignment of a hand selected state trooper to the Franklin County State's Office. Over the following years both Units became non-profit 501C3 entities, receiving financial and in-kind support from their respective communities. Both became and remain accredited members of the National Children's Alliance receiving limited federal and state funding.

Today CUSI is staffed with have a full time executive director and an administrative assistant who coordinate a co-located multidisciplinary team consisting seven assigned municipal and state police investigators, a dedicated county prosecutor, a state victim's advocate and an investigator from the department of children and families who handle over 400 cases of sexual violence and severe child abuse each year.

Today NUSI is staffed with a have a part time executive director and a full time administrative assistant who coordinate a co-located team of two state troopers, a Franklin County deputy sheriff, a part time dedicated county prosecutor, a part time state victim's advocate and an onsite therapist who handle over 200 cases of sexual violence and severe child abuse each year.

In 2006 the Vermont General Assembly, building off the success of CUSI and NUSI, passed into law (S.15) which required that every citizen of the state of Vermont have access to a special investigation unit by July 1st, 2009. Further, the law expanded the role of the SIUs to include not only crimes of sexual violence, but domestic violence, child abuse, abuse of the elderly, mentally ill and physically disabled as well. The law also created the Vermont Special Investigation Unit's Policy Board made up of:

- The Executive Director of Vermont's State's Attorneys and Sheriffs
- The Executive Director of Vermont's Crime Victim Services
- The Executive Director of Vermont's League of Cities and Towns
- Vermont's Secretary of Administration
- Vermont's Commissioner of Public Safety
- Vermont's Attorney General

- A Representative of the Vermont's Police Chief's Association
- A Representative of the Vermont's Sheriff's association

Since the passage of S.15, Vermont has allocated general funds dollars to help build and sustain SIUs in the amounts of \$363,000 for FY2007, \$496,000 for FY2008 and \$620,000 for FY2009.

In 2009 the Vermont General Assembly passed S.13, a comprehensive sexual assault bill that in part expanded the role of SIUs to include sex offender registry checks, and it allocates \$770,000 in SIU funding for FY2010, along with an additional \$880,000 being added to the State Police budget for additional SIU Detective Troopers.

Project Abstract:

The funding through this award will greatly enhance the capabilities of Vermont's Special Investigation Units/Child Advocacy Centers by expediting the purchase of equipment needed to document and record interviews, physical crime scene evidence and victim injuries, and will allow Vermont to provide critical training to more than 140 professionals assigned to our multidisciplinary teams.

Problem:

Vermont, like most states, has historically address crimes of sexual violence, domestic violence, child abuse, elder abuse, and abuse of both the physical and mentally disabled in the traditional

“silo” approach, wherein each responsible entity or discipline completes their portion of the process independently of each other and then forwards their work and victim along to the next entity in the process. This disjointed approach has lent itself to the creation of multiple agencies and departments that each handles a particular crime or a portion thereof, resulting in a duplication of services and resources, significant gaps in victim services and, in a large majority of the cases, unnecessary delays in prosecution and/or a successful resolution.

Response:

In 2006, the Vermont General Assembly building off the success of two grass root County based sexual assault “Special Investigation Units” (SIUs), passed into law (S.15) which required that every citizen of the state have access to a special investigation unit by July 1st, 2009. Moreover the law expanded the role of SIUs to include all of the above six referenced crimes. With the passage of S.15, Vermont has allocated general fund dollars in the amounts of \$363,000 for FY2007, \$496,000 for FY2008; \$620,000 for FY2009 and has budgeted \$770,000 for FY2010 with an additional \$880,000 being added to the State Police budget to add additional officers to the developing units.

With the ongoing expansion and development of SIUs throughout the state, Vermont’s vision is that of twelve community-based, special investigation units/child advocacy centers, each being a 501C3 non profit entity with a co-located multidisciplinary team consisting of law enforcement, prosecution, victim advocacy, child services, medical and therapeutic services. Currently, none

of the eight (8) existing/developing SIUs have sufficient staffing, training, resources or expertise to be a fully functioning SIU as envisioned by our state's leaders.

Expected Outcome:

By creating and co-locating these multidisciplinary teams in twelve locations throughout the state, a number of favorable outcomes are expected:

- The coordinated multidisciplinary team approach will better serve victims from the time of their initial disclosure to the conclusion of the case.
- Victims will be able to access all services from one location and not be passed from one entity to the next.
- Cases/victims will not be lost and/or delayed by the existing "silo" approach.
- The development of a higher level of expertise for each involved discipline, through specialization, enhanced training and "team support and sharing of their collective knowledge and experiences".
- Enhanced investigations, upon a determination that a crime has occurred, will result in a reduction of victim/witness depositions, court proceeding, trials, and an increase in the quality of plea agreements with longer sentences and probationary periods.
- Reduction in the "cycle of violence" especially in the areas of child sexual abuse, child abuse, domestic violence and child exposure to domestic violence.
- An increase in organizational capacity to enhance public awareness and support current prevention measures.

Specific Needs:

As each of the twelve developing SIU move forward and are staffed with dedicated personnel, two critical area of need arise:

- First is that of adequate equipment to properly document and record physical crimes scene evidence, victim injuries and interviews of victims, witnesses and offenders.

- The second area of need is that of specialized training. With the forthcoming rapid expansion Vermont's Special Investigation Units numerous law enforcement officers, prosecutors and department of children and families field investigators will need to receive training particularly in the area of forensic interviewing. The vast majority of the crimes to be investigated by the Special Investigation Units will involve children, will be un-witnessed and will be reported days, weeks and even years after the actual commission of the crime. The nature of these crimes makes the skill of interviewing the most important trait needed by unit team members.

Budget:

Equipment:

- Laptop Computers with Software	10 x \$2,467.00	\$24,617.00
- Digital Still Cameras	10 x \$ 250.00	\$ 2,500.00
- Digital Video Cameras	10 x \$ 350.00	<u>\$ 3,500.00</u>
Sub-Total		\$30,617.00

Training, Year # 1(FY2009-2010)

- Vermont to Host Two 3 day Basic Forensic Interview Training Seminars

Instructor//Material Days	6 x \$2,500.00	\$15,000.00
Instructor Airfare	2 x \$ 750.00	\$ 1,500.00
Instructor Lodging Days	8 x \$ 125.00	\$ 1,000.00
Instructor Per Diem Days	10 x \$ 39.00	\$ 390.00
Instructor Misc. Expense Days	10 x \$ 20.00	\$ 200.00
Instructor Veh. Rental Days	10 x \$ 45.00	\$ 450.00
Conference Facility Days	6 x \$1,000.00	\$ 6,000.00
Facility Equipment Rental	6 x \$ 100.00	\$ 600.00
Lunch 35 people per day x	6 x \$ 16.00	\$ 3,360.00
Refreshments 35 people per d ay x	6 x \$ 7.00	\$ 1,470.00
Sub Total		\$29,970.00

Training, Year # 2 (FY2010-2011)

- Vermont to Host One 3 day Basic Forensic Interview Training Seminar and
One 5 day Advanced Forensic Interview Training Seminar.

- Basic:

Instructor//Material Days	3 x \$2,500.00	\$ 7,500.00
Instructor Airfare	1 x \$ 750.00	\$ 750.00
Instructor Lodging Days	4 x \$ 125.00	\$ 500.00
Instructor Per Diem Days	5 x \$ 39.00	\$ 195.00
Instructor Misc. Expense Days	5 x \$ 20.00	\$ 100.00
Instructor Veh. Rental Days	5 x \$ 45.00	\$ 225.00
Conference Facility Days	3 x \$1,000.00	\$ 3,000.00
Facility Equipment Rental	3 x \$ 100.00	\$ 300.00
Lunch 35 people per day x	3 x \$ 16.00	\$ 1,680.00
Refreshments 35 people per d ay x	3 x \$ 7.00	\$ 735.00
Sub Total		\$14,985.00

- Advanced:

Instructor//Material Days	5 x \$2,500.00	\$12,500.00
Instructor Airfare	1 x \$ 750.00	\$ 750.00
Instructor Lodging Days	6 x \$ 125.00	\$ 750.00
Instructor Per Diem Days	7 x \$ 39.00	\$ 273.00

Instructor Misc. Expense Days	7 x \$ 20.00	\$ 140.00
Instructor Veh. Rental Days	7 x \$ 45.00	\$ 315.00
Conference Facility Days	5 x \$1,000.00	\$ 5,000.00
Facility Equipment Rental	5 x \$ 100.00	\$ 500.00
Lunch 35 people per day x	5 x \$ 16.00	\$ 2,800.00
Refreshments 35 people per d ay x	5 x \$ 8.00	\$ 1,400.00
Sub Total		\$24,428.00

Total **\$100,000.00**

Budget Narrative:

Equipment:

The above listed equipment will be issued to state's attorneys and law enforcement officers assigned to the Special Investigation Units. This equipment is essential to properly record and document crime scenes, injuries and other physical evidence. The laptops, with secure remote access systems, will provide the assigned officers and prosecutors with the ability to access multiple data basis, files and records from the field and from within the courtroom.

The procurement of the listed equipment will be accomplished utilizing established state contracts through the Vermont Department of Public Safety and the Vermont Department of State's Attorneys and Sheriffs.

Training:

With the forthcoming rapid expansion Vermont's Special Investigation Units numerous law enforcement officers, prosecutors, victim advocates and field investigators from the department of children and families will need to receive training particularly in the area of forensic interviewing. As the vast majority of the crimes to be investigated by the Special Investigation Units/Child Advocacy Centers - will involve children, will be un-witnessed and will be reported days, weeks and even years after the actual commission of the crime. The nature of these crimes makes the skill of interviewing the most important trait required of these team members.

For the past six months Vermont's SIU training committee has been working on researching and establishing a SIU/CAC training program utilizing national best practice standards. The committee has agreed that the Basic and Advanced Forensic Interview training, offered by the National Children's Advocacy Center located in Huntsville Alabama, is the best choice for Vermont's Unit's. The National Children's Advocacy Center offers their training programs either at their facility or yours. The costs of bringing NCAC's Training to Vermont vs. sending individual members to their training facility is approximately one fourth the cost (\$450.00 vs. \$2,000.00 per person for the basic course) and (\$700.00 vs. (\$2,600.00) for the advanced course.

Vermont's SIU Training Committee is represented by:

- Vermont's Department of Children and Families
- Vermont's Special Investigation Unit's Policy Board
- Vermont's Child Advocacy Center State Chapter
- Vermont State Police
- The Chittenden Unit for Special Investigation/Child Advocacy Center
- The Northwest Unit for Special Investigations

Vermont's SIU training committee has identified the need for the following training, and their respective agencies/entities have agreed to pool resources and seek alternative funding to complete this training plan.

Year #1 (FY2009-2010) Host three basic forensic interview training strategically located, 1 north, 1 central and 1 south, to reduce costs by eliminating the need for lodging.

Year # 2 (FY2010-2011) Host one basic and one advanced forensic interview training.

Year # 3 (FY2011-2012) Host one basic and one advanced forensic interview training.

Individual Special Investigation Units/Child Advocacy Centers and the State of Vermont will seek funding to supplement these grant funds to cover the additional costs of this three year training plan.

Project Timeline:

The requested funding will be utilized in three phases, to continue to properly equipment and train Team Members as they are assigned to the Units.

Phase 1 (First Six Months):

- Purchase and assigned listed equipment.
- Secure contracts with the National Children's Advocacy Center to provide training as listed.

Phase 2 (First Year)

- Host at a minimum two Basic Forensic Interview Training Seminars.

Phase 3 (Second Year)

- Host at a minimum One Basic and One Advanced Forensic Interview Seminar.



State of Vermont
Department of Finance & Management
109 State Street, Pavilion Building
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
[fax] 802-828-2428

**STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		To purchase equipment to document and record Special Investigation Units (SIUs)/ Child Advocacy Centers interviews, physical crime scene evidence and victim injuries as well as provide important training for the 140+ professionals involved in the SIU teams.			
Date:		9/14/2009			
Department:		States Attorneys and Sheriffs			
Legal Title of Grant:		FY09 Congressionally Selected for the Vermont State's Attorneys Office			
Federal Catalog #:		16.753			
Grant/Donor Name and Address:		U.S. Department of Justice, Office of the Assistant Attorney General, Washington, D.C. 20531			
Grant Period:		From:	To:		
		10/1/2009	9/30/2012		
Grant/Donation		\$100,000.00			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$60,587	\$14,985	\$24,428	\$100,000	First year buy the equipment. All years have \$\$s for training.
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Department of Finance & Management				<i>[Signature]</i>	(Initial)
Secretary of Administration				<i>[Signature]</i>	(Initial)
Sent To Joint Fiscal Office				9/30/09	Date 9/30/09

RECEIVED
OCT 06 2009
JOINT FISCAL OFFICE

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION				
1. Agency:	State's Attorneys			
2. Department:	State's Attorneys and Sheriffs			
3. Program:	SIU			
4. Legal Title of Grant:	FY09 Congressionally Selected for Vermont State's Attorneys Office			
5. Federal Catalog #:	16.753			
6. Grant/Donor Name and Address:				
Department of Justice, Office of the Assistant Attorney General, Washington, D.C. 20531				
7. Grant Period:	From:	10/1/2009	To:	9/30/2012
8. Purpose of Grant:				
To greatly enhance the capabilities of Vermont's Special Investigation Units/Child Advocacy Centers by expediting the purchase of equipment needed to document and record interviews, physical crime scene evidence, victim injuries, and to allow Vermont to provide critical training to more than 140 professionals assigned to their multidisciplinary teams.				
9. Impact on existing program if grant is not Accepted:				
Equipment and training for newly developing SIU's will be greatly impacted, as no other funds have been sought for or appropriated to meet these critical needs.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2010	FY 2011	FY 2012 - 2013	
Personal Services	\$	\$	\$	
Operating Expenses	\$60,587	\$14,985	\$24,428	SFY1 includes equipment \$30,617.00
Grants	\$	\$	\$	
Total	\$60,587	\$14,985	\$24,428	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$60,587	\$14,985	\$24,428	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$60,587	\$14,985	\$24,428	
Appropriation No: 2130400000 Amount: \$100,000				

REC'D SEP 3 2009

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

			\$
			\$
			\$
			\$
		Total	\$

PERSONAL SERVICE INFORMATION

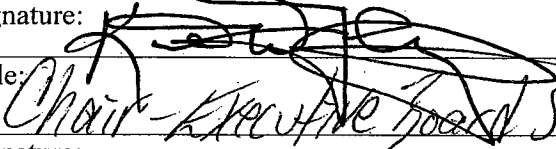
11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: _____ Agreed by: _____ (initial)

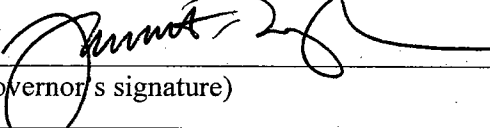
12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.


13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: 	Date: 9/15/09
	Title: Chair - Executive Board State's Attorneys	
	Signature: _____	Date: _____
	Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Accepted		Date: 9/29/09
<input type="checkbox"/> Rejected	(Governor's signature)	Date: _____

15. SECRETARY OF ADMINISTRATION

<input type="checkbox"/> Check One Box: Request to JFO		
<input type="checkbox"/> Information to JFO	(Secretary's signature or designee) 	Date: 9/14/09

16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input type="checkbox"/> Request Memo	<input type="checkbox"/> Notice of Donation (if any)
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<input type="checkbox"/> Grant Budget	

End Form AA-1



Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

August 27, 2009

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Vermont State's Attorneys Office
12 Baldwin Street
Montpelier, VT 05633-6401

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Congratulations, and we look forward to working with you.

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Laurie Robinson
Acting Assistant Attorney General

Enclosures



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Washington, D.C. 20531

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From: Maria A. Berry, NEPA Coordinator

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Narrative:

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“silo” approach, wherein each responsible entity or discipline completes their portion of the process independently of each other and then forwards their work and victim along to the next entity in the process. This disjointed approach has lent itself to the creation of multiple agencies and departments that each handles a particular crime or a portion thereof, resulting in a duplication of services and resources, significant gaps in victim services and, in a large majority of the cases, unnecessary delays in prosecution and/or a successful resolution.

Response:

In 2006, the Vermont General Assembly building off the success of two grass root County based sexual assault “Special Investigation Units” (SIUs), passed into law (S.15) which required that every citizen of the state have access to a special investigation unit by July 1st, 2009. Moreover the law expanded the role of SIUs to include all of the above six referenced crimes. With the passage of S.15, Vermont has allocated general fund dollars in the amounts of \$363,000 for FY2007, \$496,000 for FY2008; \$620,000 for FY2009 and has budgeted \$770,000 for FY2010 with an additional \$880,000 being added to the State Police budget to add additional officers to the developing units.

With the ongoing expansion and development of SIUs throughout the state, Vermont’s vision is that of twelve community-based, special investigation units/child advocacy centers, each being a 501C3 non profit entity with a co-located multidisciplinary team consisting of law enforcement, prosecution, victim advocacy, child services, medical and therapeutic services. Currently, none

of the eight (8) existing/developing SIUs have sufficient staffing, training, resources or expertise to be a fully functioning SIU as envisioned by our state's leaders.

Expected Outcome:

By creating and co-locating these multidisciplinary teams in twelve locations throughout the state, a number of favorable outcomes are expected:

- The coordinated multidisciplinary team approach will better serve victims from the time of their initial disclosure to the conclusion of the case.
- Victims will be able to access all services from one location and not be passed from one entity to the next.
- Cases/victims will not be lost and/or delayed by the existing "silo" approach.
- The development of a higher level of expertise for each involved discipline, through specialization, enhanced training and "team support and sharing of their collective knowledge and experiences".
- Enhanced investigations, upon a determination that a crime has occurred, will result in a reduction of victim/witness depositions, court proceeding, trials, and an increase in the quality of plea agreements with longer sentences and probationary periods.
- Reduction in the "cycle of violence" especially in the areas of child sexual abuse, child abuse, domestic violence and child exposure to domestic violence.
- An increase in organizational capacity to enhance public awareness and support current prevention measures.

Specific Needs:

As each of the twelve developing SIU move forward and are staffed with dedicated personnel, two critical area of need arise:

- First is that of adequate equipment to properly document and record physical crimes scene evidence, victim injuries and interviews of victims, witnesses and offenders.
- The second area of need is that of specialized training. With the forthcoming rapid expansion Vermont's Special Investigation Units numerous law enforcement officers, prosecutors and department of children and families field investigators will need to receive training particularly in the area of forensic interviewing. The vast majority of the crimes to be investigated by the Special Investigation Units will involve children, will be un-witnessed and will be reported days, weeks and even years after the actual commission of the crime. The nature of these crimes makes the skill of interviewing the most important trait needed by unit team members.

Budget:

Equipment:

- Laptop Computers with Software	10 x \$2,467.00	\$24,617.00
- Digital Still Cameras	10 x \$ 250.00	\$ 2,500.00
- Digital Video Cameras	10 x \$ 350.00	<u>\$ 3,500.00</u>
Sub-Total		\$30,617.00

Training, Year # 1(FY2009-2010)

- Vermont to Host Two 3 day Basic Forensic Interview Training Seminars

Instructor//Material Days	6 x \$2,500.00	\$15,000.00
Instructor Airfare	2 x \$ 750.00	\$ 1,500.00
Instructor Lodging Days	8 x \$ 125.00	\$ 1,000.00
Instructor Per Diem Days	10 x \$ 39.00	\$ 390.00
Instructor Misc. Expense Days	10 x \$ 20.00	\$ 200.00
Instructor Veh. Rental Days	10 x \$ 45.00	\$ 450.00
Conference Facility Days	6 x \$1,000.00	\$ 6,000.00
Facility Equipment Rental	6 x \$ 100.00	\$ 600.00
Lunch 35 people per day x	6 x \$ 16.00	\$ 3,360.00
Refreshments 35 people per d ay x	6 x \$ 7.00	\$ 1,470.00
Sub Total		\$29,970.00

Training, Year # 2 (FY2010-2011)

- Vermont to Host One 3 day Basic Forensic Interview Training Seminar and
One 5 day Advanced Forensic Interview Training Seminar.

- Basic:

Instructor//Material Days	3 x \$2,500.00	\$ 7,500.00
Instructor Airfare	1 x \$ 750.00	\$ 750.00
Instructor Lodging Days	4 x \$ 125.00	\$ 500.00
Instructor Per Diem Days	5 x \$ 39.00	\$ 195.00
Instructor Misc. Expense Days	5 x \$ 20.00	\$ 100.00
Instructor Veh. Rental Days	5 x \$ 45.00	\$ 225.00
Conference Facility Days	3 x \$1,000.00	\$ 3,000.00
Facility Equipment Rental	3 x \$ 100.00	\$ 300.00
Lunch 35 people per day x	3 x \$ 16.00	\$ 1,680.00
Refreshments 35 people per d ay x	3 x \$ 7.00	\$ 735.00
Sub Total		\$14,985.00

- Advanced:

Instructor//Material Days	5 x \$2,500.00	\$12,500.00
Instructor Airfare	1 x \$ 750.00	\$ 750.00
Instructor Lodging Days	6 x \$ 125.00	\$ 750.00
Instructor Per Diem Days	7 x \$ 39.00	\$ 273.00

Instructor Misc. Expense Days	7 x \$ 20.00	\$ 140.00
Instructor Veh. Rental Days	7 x \$ 45.00	\$ 315.00
Conference Facility Days	5 x \$1,000.00	\$ 5,000.00
Facility Equipment Rental	5 x \$ 100.00	\$ 500.00
Lunch 35 people per day x	5 x \$ 16.00	\$ 2,800.00
Refreshments 35 people per d ay x	5 x \$ 8.00	\$ 1,400.00
Sub Total		\$24,428.00

Total **\$100,000.00**

Budget Narrative:

Equipment:

The above listed equipment will be issued to state's attorneys and law enforcement officers assigned to the Special Investigation Units. This equipment is essential to properly record and document crime scenes, injuries and other physical evidence. The laptops, with secure remote access systems, will provide the assigned officers and prosecutors with the ability to access multiple data basis, files and records from the field and from within the courtroom.

The procurement of the listed equipment will be accomplished utilizing established state contracts through the Vermont Department of Public Safety and the Vermont Department of State's Attorneys and Sheriffs.

Training:

With the forthcoming rapid expansion Vermont's Special Investigation Units numerous law enforcement officers, prosecutors, victim advocates and field investigators from the department of children and families will need to receive training particularly in the area of forensic interviewing. As the vast majority of the crimes to be investigated by the Special Investigation Units/Child Advocacy Centers - will involve children, will be un-witnessed and will be reported days, weeks and even years after the actual commission of the crime. The nature of these crimes makes the skill of interviewing the most important trait required of these team members.

For the past six months Vermont's SIU training committee has been working on researching and establishing a SIU/CAC training program utilizing national best practice standards. The committee has agreed that the Basic and Advanced Forensic Interview training, offered by the National Children's Advocacy Center located in Huntsville Alabama, is the best choice for Vermont's Unit's. The National Children's Advocacy Center offers their training programs either at their facility or yours. The costs of bringing NCAC's Training to Vermont vs. sending individual members to their training facility is approximately one fourth the cost (\$450.00 vs. \$2,000.00 per person for the basic course) and (\$700.00 vs. (\$2,600.00) for the advanced course.

Vermont's SIU Training Committee is represented by:

- Vermont's Department of Children and Families
- Vermont's Special Investigation Unit's Policy Board
- Vermont's Child Advocacy Center State Chapter
- Vermont State Police
- The Chittenden Unit for Special Investigation/Child Advocacy Center
- The Northwest Unit for Special Investigations

Vermont's SIU training committee has identified the need for the following training, and their respective agencies/entities have agreed to pool resources and seek alternative funding to complete this training plan.

Year #1 (FY2009-2010) Host three basic forensic interview training strategically located, 1 north, 1 central and 1 south, to reduce costs by eliminating the need for lodging.

Year # 2 (FY2010-2011) Host one basic and one advanced forensic interview training.

Year # 3 (FY2011-2012) Host one basic and one advanced forensic interview training.

Individual Special Investigation Units/Child Advocacy Centers and the State of Vermont will seek funding to supplement these grant funds to cover the additional costs of this three year training plan.

Project Timeline:

The requested funding will be utilized in three phases, to continue to properly equipment and train Team Members as they are assigned to the Units.

Phase 1 (First Six Months):

- Purchase and assigned listed equipment.
- Secure contracts with the National Children's Advocacy Center to provide training as listed.

Phase 2 (First Year)

- Host at a minimum two Basic Forensic Interview Training Seminars.

Phase 3 (Second Year)

- Host at a minimum One Basic and One Advanced Forensic Interview Seminar.

JFO 2398



State of Vermont
Department of Finance & Management
109 State Street, Pavilion Building
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
[fax] 802-828-2428

**STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		To purchase equipment to document and record Special Investigation Units (SIUs)/ Child Advocacy Centers interviews, physical crime scene evidence and victim injuries as well as provide important training for the 140+ professionals involved in the SIU teams.			
Date:		9/14/2009			
Department:		States Attorneys and Sheriffs			
Legal Title of Grant:		FY09 Congressionally Selected for the Vermont State's Attorneys Office			
Federal Catalog #:		16.753			
Grant/Donor Name and Address:		U.S. Department of Justice, Office of the Assistant Attorney General, Washington, D.C. 20531			
Grant Period:		From:	To:		
		10/1/2009	9/30/2012		
Grant/Donation		\$100,000.00			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$60,587	\$14,985	\$24,428	\$100,000	First year buy the equipment. All years have \$\$s for training.
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Department of Finance & Management				<i>[Signature]</i>	(Initial)
Secretary of Administration				<i>[Signature]</i>	(Initial)
Sent To Joint Fiscal Office				9/30/09	Date 9/30/09

RECEIVED
OCT 06 2009
JOINT FISCAL OFFICE

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION				
1. Agency:		State's Attorneys		
2. Department:		State's Attorneys and Sheriffs		
3. Program:		SIU		
4. Legal Title of Grant:		FY09 Congressionally Selected for Vermont State's Attorneys Office		
5. Federal Catalog #:		16.753		
6. Grant/Donor Name and Address: Department of Justice, Office of the Assistant Attorney General, Washington, D.C. 20531				
7. Grant Period:		From: 10/1/2009	To: 9/30/2012	
8. Purpose of Grant: To greatly enhance the capabilities of Vermont's Special Investigation Units/Child Advocacy Centers by expediting the purchase of equipment needed to document and record interviews, physical crime scene evidence, victim injuries, and to allow Vermont to provide critical training to more than 140 professionals assigned to their multidisciplinary teams.				
9. Impact on existing program if grant is not Accepted: Equipment and training for newly developing SIU's will be greatly impacted, as no other funds have been sought for or appropriated to meet these critical needs.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2010	FY 2011	FY 2012 - 2013	
Personal Services	\$	\$	\$	
Operating Expenses	\$60,587	\$14,985	\$24,428	SFY1 includes equipment \$30,617.00
Grants	\$	\$	\$	
Total	\$60,587	\$14,985	\$24,428	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$60,587	\$14,985	\$24,428	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$60,587	\$14,985	\$24,428	
Appropriation No:	2130400000	Amount:	\$100,000	
			\$	
			\$	

REC'D SEP 3 2009

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

			\$
			\$
			\$
			\$
		Total	\$

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: _____ Agreed by: _____ (initial)

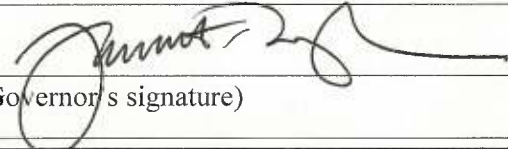
12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.


13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: 	Date: 9/1/09
	Title: <i>Chair - Executive Board State's Attorneys</i>	
	Signature: _____	Date: _____
	Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Accepted		Date: 9/29/09
<input type="checkbox"/> Rejected	(Governor's signature)	Date: _____

15. SECRETARY OF ADMINISTRATION

<input type="checkbox"/> Check One Box: Request to JFO		
<input type="checkbox"/> Information to JFO	(Secretary's signature or designee) 	Date: 9/14/09

16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input type="checkbox"/> Request Memo	<input type="checkbox"/> Notice of Donation (if any)
<input type="checkbox"/> Dept. project approval (if applicable)	<input type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Notice of Award	<input type="checkbox"/> Request for Extension (if applicable)
<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Form AA-1PN attached (if applicable)
<input type="checkbox"/> Grant Budget	

End Form AA-1



Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

August 27, 2009

Mrs. Barbara Bernardini
Vermont State's Attorneys Office
12 Baldwin Street
Montpelier, VT 05633-6401

Dear Mrs. Bernardini:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 09 Congressionally Selected in the amount of \$100,000 for Vermont State's Attorneys Office.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Flora Lawson, Program Manager at (202) 305-9216; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Laurie Robinson".

Laurie Robinson
Acting Assistant Attorney General

Enclosures

Bernardini, Barbara

From: Hartrich, Toni
Sent: Monday, August 31, 2009 10:15 AM
To: Bernardini, Barbara
Subject: FW: Vacation

FYI- Authority.

From: Woodruff, Jane
Sent: Thursday, July 30, 2009 3:40 PM
To: Cindy Maguire; enovotny@dps.state.vt.us; hkalfus@dps.state.vt.us; John Treadwell; jmurnane@atg.dps.vt.us; Lunderville, Neale; Reiber, Paul; Hartrich, Toni; Reardon, Jim; Davenport, Amy
Subject: Vacation

Dear Colleagues,

I have contracted a case of pneumonia, so I will be out of the office for the next 5 weeks. Any State's Attorney issue should be directed to Kieth.Flynn@state.vt.us and any Sheriff issue should be directed to Roger Marcoux@dps.stse.vt.us. I will see you after Labor Day! Best, Jane



Department of Justice
Office of Justice Programs
Office for Civil Rights

Washington, D.C. 20531

August 27, 2009

Mrs. Barbara Bernardini
Vermont State's Attorneys Office
12 Baldwin Street
Montpelier, VT 05633-6401

Dear Mrs. Bernardini:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of Federal funding to compliance with Federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice is responsible for ensuring that recipients of financial aid from OJP, its component offices and bureaus, the Office on Violence Against Women (OVW), and the Office of Community Oriented Policing Services (COPS) comply with applicable Federal civil rights statutes and regulations. We at OCR are available to help you and your organization meet the civil rights requirements that come with Justice Department funding.

Ensuring Access to Federally Assisted Programs

As you know, Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at <http://www.lep.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The Department of Justice has published a regulation specifically pertaining to the funding of faith-based organizations. In general, the regulation, Participation in Justice Department Programs by Religious Organizations; Providing for Equal Treatment of all Justice Department Program Participants, and known as the Equal Treatment Regulation 28 C.F.R. part 38, requires State Administering Agencies to treat these organizations the same as any other applicant or recipient. The regulation prohibits State Administering Agencies from making award or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the Department of Justice to fund inherently religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must be held separately from the Department of Justice funded program, and customers or beneficiaries cannot be compelled to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see OCR's website at <http://www.ojp.usdoj.gov/ocr/etfbo.htm>.

State Administering Agencies and faith-based organizations should also note that the Safe Streets Act, as amended; the Victims of Crime Act, as amended; and the Juvenile Justice and Delinquency Prevention Act, as amended, contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the Justice Department has concluded that the Religious Freedom Restoration Act (RFRA) is reasonably construed, on a case-by-case basis, to require that its funding agencies permit faith-based organizations applying for funding under the applicable program statutes both to receive DOJ funds and to continue considering religion when hiring staff, even if the statute that authorizes the funding program generally forbids considering of religion in employment decisions by grantees.

Questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment may be directed to this Office.

Enforcing Civil Rights Laws

All recipients of Federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal employment opportunity standards.

Complying with the Safe Streets Act or Program Requirements

In addition to these general prohibitions, an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 U.S.C. § 3789d(c), or other Federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Employment Opportunity Plan (EEO Plan), 28 C.F.R. § 42.301-.308, and (2) submitting to OCR Findings of Discrimination (see 28 C.F.R. §§ 42.205(5) or 31.202(5)).

1) Meeting the EEO Plan Requirement

In accordance with Federal regulations, Assurance No. 6 in the Standard Assurances, COPS Assurance No. 8.B, or certain Federal grant program requirements, your organization must comply with the following EEO Plan reporting requirements:

If your organization has received an award for \$500,000 or more and has 50 or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare an EEO Plan and submit it to OCR for review **within 60 days from the date of this letter**. For assistance in developing an EEO Plan, please consult OCR's website at <http://www.ojp.usdoj.gov/ocr/eeop.htm>. You may also request technical assistance from an EEO Plan specialist at OCR by dialing (202) 616-3208.

If your organization received an award between \$25,000 and \$500,000 and has 50 or more employees, your organization still has to prepare an EEO Plan, but it does not have to submit the EEO Plan to OCR for review. Instead, your organization has to maintain the EEO Plan on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

If your organization received an award for less than \$25,000; or if your organization has less than 50 employees, regardless of the amount of the award; or if your organization is a medical institution, educational institution, nonprofit organization or Indian tribe, then your organization is exempt from the EEO Plan requirement. However, your organization must complete Section A of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

2) Submitting Findings of Discrimination

In the event a Federal or State court or Federal or State administrative agency makes an adverse finding of discrimination against your organization after a due process hearing, on the ground of race, color, religion, national origin, or sex, your organization must submit a copy of the finding to OCR for review.

Ensuring the Compliance of Subrecipients

If your organization makes subawards to other agencies, you are responsible for assuring that subrecipients also comply with all of the applicable Federal civil rights laws, including the requirements pertaining to developing and submitting an EEO Plan, reporting Findings of Discrimination, and providing language services to LEP persons. State agencies that make subawards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of subrecipients.

If we can assist you in any way in fulfilling your civil rights responsibilities as a recipient of Federal funding, please call OCR at (202) 307-0690 or visit our website at <http://www.ojp.usdoj.gov/ocr/>.

Sincerely,



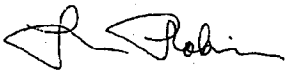

Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Grant

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Vermont State's Attorneys Office 12 Baldwin Street Montpelier, VT 05633-6401		4. AWARD NUMBER: 2009-D1-BX-0205	
		5. PROJECT PERIOD: FROM 10/01/2009 TO 09/30/2012 BUDGET PERIOD: FROM 10/01/2009 TO 09/30/2012	
		6. AWARD DATE 08/27/2009	7. ACTION
1A. GRANTEE IRS/VENDOR NO. 036000300		8. SUPPLEMENT NUMBER 00	Initial
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE Special Investigation Unit's Task forces		10. AMOUNT OF THIS AWARD \$ 100,000	
		11. TOTAL AWARD \$ 100,000	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY09 (BJA – Congressionally Recommended) Pub. L. No. 111-8, 123 Stat. 524, 580			
15. METHOD OF PAYMENT PAPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Laurie Robinson Acting Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Barbara Bernardini Business Manager	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 9/1/09
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B D1 80 00 00 100000		21. IDIUGT3614	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 3

PROJECT NUMBER 2009-D1-BX-0205

AWARD DATE 08/27/2009

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, Chapter 19.
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

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.

6. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
7. Recipient may not obligate, expend or drawdown funds until the Bureau of Justice Assistance, Office of Justice Programs has reviewed and approved the Program Narrative portion of the application and has issued a Grant Adjustment Notice (GAN) informing the recipient of the approval.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET
Grant**

PAGE 3 OF 3

PROJECT NUMBER 2009-D1-BX-0205

AWARD DATE 08/27/2009

SPECIAL CONDITIONS

8. 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.
9. The recipient may not obligate, expend, or draw down any funds under this award until the Office of the General Counsel, Office of Justice Programs, has reviewed the award, and a Grant Adjustment Notice has been issued removing this special condition. This special condition may be removed only with the concurrence of the OJP Office of the General Counsel.
10. In accepting this award, the recipient agrees that additional non-removable special conditions may be imposed on this award, through a Grant Adjustment Notice, if it is determined by the Office of the General Counsel, Office of Justice Programs, that such conditions are necessary to address concerns that arise in the course of legal review. This special condition may be removed or modified only with the concurrence of the OJP Office of the General Counsel and the issuance of a Grant Adjustment Notice.
11. In accepting this award, the recipient agrees that additional removable special conditions may be imposed on this award, through a Grant Adjustment Notice, if it is determined by the Office of the General Counsel, Office of Justice Programs, that such conditions are necessary to address concerns that arise in the course of legal review. This special condition may be removed or modified only with the concurrence of the OJP Office of the General Counsel and the issuance of a Grant Adjustment Notice.
12. The recipient agrees expeditiously to obtain active registration with the Central Contractor Registration (CCR) database, and to notify the program office in writing of its registration. Following satisfaction of this requirement, a Grant Adjustment Notice will be issued to remove this special condition.



Department of Justice

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Maria A. Berry, NEPA Coordinator

Subject: Categorical Exclusion for Vermont State's Attorneys Office

The Edward Byrne Memorial Discretionary Grants Program helps local communities improve the capacity of local justice systems and provides for national support efforts. None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

- (1) New construction.
- (2) Renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain.
- (3) A renovation which will change the basic prior use of a facility or significantly change its size.
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment.
- (5) Implementation of a program involving the use of chemicals.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of the Code of Federal Regulations. Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2009-D1-BX-0205

PAGE 1 OF 1

This project is supported under FY09 (BJA – Congressionally Recommended) Pub. L. No. 111-8, 123 Stat. 524, 580

1. STAFF CONTACT (Name & telephone number)

Flora Lawson
(202) 305-9216

2. PROJECT DIRECTOR (Name, address & telephone number)

Jane Woodruff
Executive Director
12 Baldwin Street
Montpelier, VT 05633-6401
(802) 828-2891 ext.2888

3a. TITLE OF THE PROGRAM

BJA FY 09 Congressionally Selected

**3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)**

4. TITLE OF PROJECT

Special Investigation Unit's Task forces

5. NAME & ADDRESS OF GRANTEE

Vermont State's Attorneys Office
12 Baldwin Street
Montpelier, VT 05633-6401

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2009 TO: 09/30/2012

8. BUDGET PERIOD

FROM: 10/01/2009 TO: 09/30/2012

9. AMOUNT OF AWARD

\$ 100,000

10. DATE OF AWARD

08/27/2009

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Congressionally Selected Awards Program, authorized by the Omnibus Appropriations Act, 2009 (Pub. L. 111-8), helps improve the functioning of the criminal justice system, prevent or combat juvenile delinquency, and/or assist victims of crime (other than compensation). Funds should be used for the projects selected by Congress, in the amounts specified in the joint explanatory statement incorporated by reference into Pub. L. 111-8, and generally consistent with one or more of the following statutory purposes: improving the functioning of the criminal justice system, preventing or combating juvenile delinquency, or assisting victims of crime (other than compensation). Each of these purposes is framed using language drawn, respectively, from the former Byrne discretionary statute, the Juvenile Justice and Delinquency Prevention Act, the Victims of Crime Act, and the Violence Against Women Act. This project is authorized and funded through a line item in the FY 09 Congressional Budget and by the joint explanatory statement that is incorporated by reference into the FY09 Omnibus Appropriations Act.

The Chittenden Unit for Special Investigation (CUSI) was created to investigate allegations of sexual abuse. The agency found that the majority of their sexual

abuse cases involve child victims, with a family member, friend, or a trusted adult as the offender. Prior to the development of CUSI, the vast majority of the cases investigated in Chittenden County were handled by uniformed patrol officers who did their best but were as a whole, ill prepared for these types of cases. Therefore, the State's Attorney and Sheriffs Office will use their FY 2009 Congressionally Selected Award to greatly enhance the capabilities of Vermont's Special Investigation Units/Child Advocacy Centers by expediting the purchase of equipment needed to document and record interviews, physical crime scene evidence, victim injuries, and will allow Vermont to provide critical training to more than 140 professionals assigned to their multidisciplinary teams.

NCA/NCF



BJA FY 09 Congressionally Selected 2009-H3420-VT-D1



Application

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*Is the applicant delinquent on any federal debt	No
*Employer Identification Number (EIN)	03-6000264
*Type of Applicant	State
Type of Applicant (other):	
*Organizational Unit	State's Attorney's
*Legal Name (Legal Jurisdiction Name)	Vermont State's Attorneys Office
*Vendor Address 1	12 Baldwin Street
Vendor Address 2	
*Vendor City	Montpelier
Vendor County/Parish	Washington
*Vendor State	Vermont
*Vendor ZIP	05633-6401
Contact information for matters involving this application	
Contact Prefix:	Ms.
Contact Prefix (Other):	
Contact First Name:	Jane
Contact Middle Initial:	
Contact Last Name:	Woodruff
Contact Suffix:	
Contact Suffix (Other):	
Contact Title:	Executive Director
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Contact Address Line 2:	
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Contact State:	Vermont
Contact Zip Code:	05633-6401
Contact Phone Number:	(802) 828-2891 Ext. 2888
Contact Fax Number:	(802) 828-2881
Contact E-mail Address:	jane.woodruff@state.vt.us

Continue

Narrative:

Background:

In 1993 the Chittenden Unit for Special Investigation (CUSI) was created as a result of local a grass root effort to find a better way to investigate allegations of sexual abuse. Chittenden County being the most populous county in the state receives the majority of its law enforcement services from municipal agencies. These agencies found that the majority of their sexual abuse cases involve child victims, with a family member, friend or a trusted adult as the offender. Prior to the development of CUSI the vast majority of the cases investigated in Chittenden County were handle by uniformed patrol officers who did their best but were as a whole, ill prepared for these types of cases. Chittenden County's approach was to hand select officers from within their respective agencies, who were the most adapt at these type of investigation, provide them with specialized training and equipment, co-locate them with a dedicated prosecutor and victim advocate and operating under a memorandum of understanding that their Special Investigation Unit would handle crimes of sexual violence and severe child abuse occurring within their County. Following two years later, in 1995, the Northwest Unit for Special Investigations (NUSI) was created to serve the victims of sexual violence and severe child abuse in Franklin and Grand Isle Counties. This Unit developed slightly different as the vast majority of the two counties was served by the Vermont State Police. NUSI started with the assignment of a hand selected state trooper to the Franklin County State's Office. Over the following years both Units became non-profit 501C3 entities, receiving financial and in-kind support from their respective communities. Both became and remain accredited members of the National Children's Alliance receiving limited federal and state funding.

Today CUSI is staffed with have a full time executive director and an administrative assistant who coordinate a co-located multidisciplinary team consisting seven assigned municipal and state police investigators, a dedicated county prosecutor, a state victim's advocate and an investigator from the department of children and families who handle over 400 cases of sexual violence and severe child abuse each year.

Today NUSI is staffed with a have a part time executive director and a full time administrative assistant who coordinate a co-located team of two state troopers, a Franklin County deputy sheriff, a part time dedicated county prosecutor, a part time state victim's advocate and an onsite therapist who handle over 200 cases of sexual violence and severe child abuse each year.

In 2006 the Vermont General Assembly, building off the success of CUSI and NUSI, passed into law (S.15) which required that every citizen of the state of Vermont have access to a special investigation unit by July 1st, 2009. Further, the law expanded the role of the SIUs to include not only crimes of sexual violence, but domestic violence, child abuse, abuse of the elderly, mentally ill and physically disabled as well. The law also created the Vermont Special Investigation Unit's Policy Board made up of:

- The Executive Director of Vermont's State's Attorneys and Sheriffs
- The Executive Director of Vermont's Crime Victim Services
- The Executive Director of Vermont's League of Cities and Towns
- Vermont's Secretary of Administration
- Vermont's Commissioner of Public Safety
- Vermont's Attorney General

- A Representative of the Vermont's Police Chief's Association
- A Representative of the Vermont's Sheriff's association

Since the passage of S.15, Vermont has allocated general funds dollars to help build and sustain SIUs in the amounts of \$363,000 for FY2007, \$496,000 for FY2008 and \$620,000 for FY2009.

In 2009 the Vermont General Assembly passed S.13, a comprehensive sexual assault bill that in part expanded the role of SIUs to include sex offender registry checks, and it allocates \$770,000 in SIU funding for FY2010, along with an additional \$880,000 being added to the State Police budget for additional SIU Detective Troopers.

Project Abstract:

The funding through this award will greatly enhance the capabilities of Vermont's Special Investigation Units/Child Advocacy Centers by expediting the purchase of equipment needed to document and record interviews, physical crime scene evidence and victim injuries, and will allow Vermont to provide critical training to more than 140 professionals assigned to our multidisciplinary teams.

Problem:

Vermont, like most states, has historically address crimes of sexual violence, domestic violence, child abuse, elder abuse, and abuse of both the physical and mentally disabled in the traditional

“silo” approach, wherein each responsible entity or discipline completes their portion of the process independently of each other and then forwards their work and victim along to the next entity in the process. This disjointed approach has lent itself to the creation of multiple agencies and departments that each handles a particular crime or a portion thereof, resulting in a duplication of services and resources, significant gaps in victim services and, in a large majority of the cases, unnecessary delays in prosecution and/or a successful resolution.

Response:

In 2006, the Vermont General Assembly building off the success of two grass root County based sexual assault “Special Investigation Units” (SIUs), passed into law (S.15) which required that every citizen of the state have access to a special investigation unit by July 1st, 2009. Moreover the law expanded the role of SIUs to include all of the above six referenced crimes. With the passage of S.15, Vermont has allocated general fund dollars in the amounts of \$363,000 for FY2007, \$496,000 for FY2008; \$620,000 for FY2009 and has budgeted \$770,000 for FY2010 with an additional \$880,000 being added to the State Police budget to add additional officers to the developing units.

With the ongoing expansion and development of SIUs throughout the state, Vermont’s vision is that of twelve community-based, special investigation units/child advocacy centers, each being a 501C3 non profit entity with a co-located multidisciplinary team consisting of law enforcement, prosecution, victim advocacy, child services, medical and therapeutic services. Currently, none

of the eight (8) existing/developing SIUs have sufficient staffing, training, resources or expertise to be a fully functioning SIU as envisioned by our state's leaders.

Expected Outcome:

By creating and co-locating these multidisciplinary teams in twelve locations throughout the state, a number of favorable outcomes are expected:

- The coordinated multidisciplinary team approach will better serve victims from the time of their initial disclosure to the conclusion of the case.
- Victims will be able to access all services from one location and not be passed from one entity to the next.
- Cases/victims will not be lost and/or delayed by the existing "silo" approach.
- The development of a higher level of expertise for each involved discipline, through specialization, enhanced training and "team support and sharing of their collective knowledge and experiences".
- Enhanced investigations, upon a determination that a crime has occurred, will result in a reduction of victim/witness depositions, court proceeding, trials, and an increase in the quality of plea agreements with longer sentences and probationary periods.
- Reduction in the "cycle of violence" especially in the areas of child sexual abuse, child abuse, domestic violence and child exposure to domestic violence.
- An increase in organizational capacity to enhance public awareness and support current prevention measures.

Specific Needs:

As each of the twelve developing SIU move forward and are staffed with dedicated personnel, two critical area of need arise:

- First is that of adequate equipment to properly document and record physical crimes scene evidence, victim injuries and interviews of victims, witnesses and offenders.
- The second area of need is that of specialized training. With the forthcoming rapid expansion Vermont's Special Investigation Units numerous law enforcement officers, prosecutors and department of children and families field investigators will need to receive training particularly in the area of forensic interviewing. The vast majority of the crimes to be investigated by the Special Investigation Units will involve children, will be un-witnessed and will be reported days, weeks and even years after the actual commission of the crime. The nature of these crimes makes the skill of interviewing the most important trait needed by unit team members.

Budget:

Equipment:

- Laptop Computers with Software	10 x \$2,467.00	\$24,617.00
- Digital Still Cameras	10 x \$ 250.00	\$ 2,500.00
- Digital Video Cameras	10 x \$ 350.00	<u>\$ 3,500.00</u>
Sub-Total		\$30,617.00

Training, Year # 1(FY2009-2010)

- Vermont to Host Two 3 day Basic Forensic Interview Training Seminars

Instructor//Material Days	6 x \$2,500.00	\$15,000.00
Instructor Airfare	2 x \$ 750.00	\$ 1,500.00
Instructor Lodging Days	8 x \$ 125.00	\$ 1,000.00
Instructor Per Diem Days	10 x \$ 39.00	\$ 390.00
Instructor Misc. Expense Days	10 x \$ 20.00	\$ 200.00
Instructor Veh. Rental Days	10 x \$ 45.00	\$ 450.00
Conference Facility Days	6 x \$1,000.00	\$ 6,000.00
Facility Equipment Rental	6 x \$ 100.00	\$ 600.00
Lunch 35 people per day x	6 x \$ 16.00	\$ 3,360.00
Refreshments 35 people per d ay x	6 x \$ 7.00	\$ 1,470.00
Sub Total		\$29,970.00

Training, Year # 2 (FY2010-2011)

- Vermont to Host One 3 day Basic Forensic Interview Training Seminar and
One 5 day Advanced Forensic Interview Training Seminar.

- Basic:

Instructor//Material Days	3 x \$2,500.00	\$ 7,500.00
Instructor Airfare	1 x \$ 750.00	\$ 750.00
Instructor Lodging Days	4 x \$ 125.00	\$ 500.00
Instructor Per Diem Days	5 x \$ 39.00	\$ 195.00
Instructor Misc. Expense Days	5 x \$ 20.00	\$ 100.00
Instructor Veh. Rental Days	5 x \$ 45.00	\$ 225.00
Conference Facility Days	3 x \$1,000.00	\$ 3,000.00
Facility Equipment Rental	3 x \$ 100.00	\$ 300.00
Lunch 35 people per day x	3 x \$ 16.00	\$ 1,680.00
Refreshments 35 people per d ay x	3 x \$ 7.00	\$ 735.00
Sub Total		\$14,985.00

- Advanced:

Instructor//Material Days	5 x \$2,500.00	\$12,500.00
Instructor Airfare	1 x \$ 750.00	\$ 750.00
Instructor Lodging Days	6 x \$ 125.00	\$ 750.00
Instructor Per Diem Days	7 x \$ 39.00	\$ 273.00

Instructor Misc. Expense Days	7 x \$ 20.00	\$ 140.00
Instructor Veh. Rental Days	7 x \$ 45.00	\$ 315.00
Conference Facility Days	5 x \$1,000.00	\$ 5,000.00
Facility Equipment Rental	5 x \$ 100.00	\$ 500.00
Lunch 35 people per day x	5 x \$ 16.00	\$ 2,800.00
Refreshments 35 people per d ay x	5 x \$ 8.00	\$ 1,400.00
Sub Total		\$24,428.00

Total **\$100,000.00**

Budget Narrative:

Equipment:

The above listed equipment will be issued to state's attorneys and law enforcement officers assigned to the Special Investigation Units. This equipment is essential to properly record and document crime scenes, injuries and other physical evidence. The laptops, with secure remote access systems, will provide the assigned officers and prosecutors with the ability to access multiple data basis, files and records from the field and from within the courtroom.

The procurement of the listed equipment will be accomplished utilizing established state contracts through the Vermont Department of Public Safety and the Vermont Department of State's Attorneys and Sheriffs.

Training:

With the forthcoming rapid expansion Vermont's Special Investigation Units numerous law enforcement officers, prosecutors, victim advocates and field investigators from the department of children and families will need to receive training particularly in the area of forensic interviewing. As the vast majority of the crimes to be investigated by the Special Investigation Units/Child Advocacy Centers - will involve children, will be un-witnessed and will be reported days, weeks and even years after the actual commission of the crime. The nature of these crimes makes the skill of interviewing the most important trait required of these team members.

For the past six months Vermont's SIU training committee has been working on researching and establishing a SIU/CAC training program utilizing national best practice standards. The committee has agreed that the Basic and Advanced Forensic Interview training, offered by the National Children's Advocacy Center located in Huntsville Alabama, is the best choice for Vermont's Unit's. The National Children's Advocacy Center offers their training programs either at their facility or yours. The costs of bringing NCAC's Training to Vermont vs. sending individual members to their training facility is approximately one fourth the cost (\$450.00 vs. \$2,000.00 per person for the basic course) and (\$700.00 vs. (\$2,600.00) for the advanced course.

Vermont's SIU Training Committee is represented by:

- Vermont's Department of Children and Families
- Vermont's Special Investigation Unit's Policy Board
- Vermont's Child Advocacy Center State Chapter
- Vermont State Police
- The Chittenden Unit for Special Investigation/Child Advocacy Center
- The Northwest Unit for Special Investigations

Vermont's SIU training committee has identified the need for the following training, and their respective agencies/entities have agreed to pool resources and seek alternative funding to complete this training plan.

Year #1 (FY2009-2010) Host three basic forensic interview training strategically located, 1 north, 1 central and 1 south, to reduce costs by eliminating the need for lodging.

Year # 2 (FY2010-2011) Host one basic and one advanced forensic interview training.

Year # 3 (FY2011-2012) Host one basic and one advanced forensic interview training.

Individual Special Investigation Units/Child Advocacy Centers and the State of Vermont will seek funding to supplement these grant funds to cover the additional costs of this three year training plan.

Project Timeline:

The requested funding will be utilized in three phases, to continue to properly equipment and train Team Members as they are assigned to the Units.

Phase 1 (First Six Months):

- Purchase and assigned listed equipment.
- Secure contracts with the National Children's Advocacy Center to provide training as listed.

Phase 2 (First Year)

- Host at a minimum two Basic Forensic Interview Training Seminars.

Phase 3 (Second Year)

- Host at a minimum One Basic and One Advanced Forensic Interview Seminar.

State of Vermont Special Investigation Unit Legislative Report



July 1st, 2006 – June 30th, 2009

For

The Establishment and Sustainability of
Vermont Special Investigation Units

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Executive Summary

Background

The 2005-2006 Vermont General Assembly passed S.15 which was subsequently signed into Law by Governor James Douglas on May 26th, 2006. The overall intent of the legislation was to provide all citizens of the state of Vermont with access to special investigation units by the year 2009.

Sec.12. 24 V.S.A. 1940 is added to read:

1940. Task Forces: Special Investigation Units;

Board; Grants

(a) A task force or specialized investigative unit organized and operating under section 1938 of this title may accept, receive, and disburse in furtherance of its duties and functions any funds, grants, and services made available by the state of Vermont and its agencies, the federal government and its agencies, any municipality or other unit of local government, or private or civic sources.

(b) A specialized investigative unit grants board is created which shall be comprised of the attorney general, the secretary of administration, the executive director of the department of state's attorneys, the commissioner of public safety, the executive director of the center for crime victim services and the executive director of the Vermont League of Cities and Towns. Specialized investigative units organized and operating under section 1938 of this title for the investigation of sex crimes, child abuse, elder abuse, domestic violence, or crimes against those with physical or developmental disabilities may apply to the board for a grant or grants covering costs of salaries and employee benefits to be expended during a given year for the performance of unit duties as well as unit operating costs for rent, utilities, equipment, training, and supplies. **Grants under this section shall be approved by the majority of the entire board and shall not exceed 50 percent of the yearly salary and employee benefit costs of the unit.**

(c) The board may adopt rules related to grant eligibility criteria, processes for applications, awards, and reports related to grant authorized pursuant to this section. The attorney general shall be the adopting authority.

Upon the passage of S.15, only two (SIUs) Special Investigation Units existed in the state of Vermont, (CUSI) the Chittenden Unit for Special Investigations covering all of Chittenden County, and (NUSI) the Northwest Unit for Special Investigations covering both Franklin and Grand Isle Counties. Moreover both CUSI and NUSI were established non-profit organizations and accredited Child Advocacy Centers (CAC) through the National Children's Alliance.

In addition to CUSI and NUSI, four other organizations within the state were established child advocacy centers, Our House covering primarily the Washington County area, The-Family Place covering primarily Northern Windsor County, The Child First Advocacy Center covering Rutland County and the Bennington County Child Advocacy Center covering Bennington County.

Child Advocacy Centers are very similar yet different from Special Investigation Units in a number of ways. CAC's focus is crimes against children and in providing a safe, child friendly physical location where children and family members can be interviewed and receive supporting services including therapeutic services. Where in, the SIUs focus is primarily in the direction of investigation and prosecution of specific crimes, including adult victims.

The SIU Policy Board, created by the passage of S15, recognized the overlapping values and missions of the CACs and SIUs and elected to move forward by adopting the SIU/CAC model already established by CUSI and NUSI that:

- SIUs and CACs should be one entity handling both adult and juvenile cases, with their initial focus being sexual related crimes.
- SIU/CAC should be a 501(c) 3 non profit organization, allowing both private and public sectors to contribute to the development, management and sustainability of each Unit.
- SIU/CAC should have a co-located multidisciplinary team representing, at the minimum, the department of children and families, prosecution, investigation, victim advocacy, medical (SANE) and therapeutic services.

The SIU Policy Board instituted a grants program, allowing developing and established SIUs to apply for and receive State SIU funding. Over the first three fiscal years since the passage of S.15, the state has allocated \$1,479,000.00 towards the development and sustainability of SIUs/CACs throughout the state (\$363,000 FY2006-07, \$496,000 FY2007-08 and \$620,000 for FY2008-09). For this same time period, the SIU Policy Board awarded \$1,205,224.73 in grants to now 9 developing and/or established SIUs (\$179,815.29 in FY2006-07, \$348,617.42 in FY2007-08 and \$676,792.02 for FY2008-09 including three, \$32,000.00 law enforcement grants). The Policy Board also awarded \$30,000.00 (\$15,000.00 in FY 2006-07 and \$15,000.00 in FY2007-08) to co-sponsor quality in-state training for the developing SIUs, with another seminar currently being planned for FY2008-09.

The 9 established and or developing SIUs/CACs are:

Fully Established SIU/Accredited CAC:

- The **Chittenden Unit for Special Investigations (CUSI)** covering Chittenden County, is located at 50 Cherry Street Burlington and has received a total of \$150,383.08 in SIU funds (\$17,000.00 in FY2006-07, \$62,157.00 in FY2007-08 and \$71,226.08 in FY2008-09). CUSI has a co-located full time staff of 6 investigators (5 municipal and 1 state trooper), 1 prosecutor, 1 victim advocate, 1 DCF investigator and 2 directors (1 SIU and 1 Law Enforcement).

- The **Northwest Unit for Special Investigations (NUSI)** covering Franklin and Grand Isle Counties, is located at 5 Lemnah Drive St. Albans and has received a total of \$204,488.71 in SIU funds (\$59,865.29 in FY2006-07, \$69,368.10 in FY2007-08 and \$75,255.32 in FY2008-09). NUSI has a co-located staff of 3 investigators (1 county and 2 state troopers), a half time prosecutor, a half time victim advocate, a half time therapist, a full time administrative assistant and a half time executive director.

Established CAC/Developing SIUs:

- The **Bennington Special Victim's Unit (BSVU)** covering Bennington County is located at 207 South Street Bennington and has received a total of \$203,928.00 in SIU funds (\$26,050.00 in FY2006-07, \$48,988.00 in FY2007-08 and \$128,890.00 in FY2008-09 including a \$32,000.00 special law enforcement grant). BSVU has a co-located staff of 1 full time municipal investigator, 1 full time case manager, a part time administrative assistant and a part time executive director.

- The **Rutland Office for Special Investigations (ROSI)** covering Rutland County is located at 162 North Main Street, Rutland and has received a total of \$127,193.92 in SIU funds (\$17,250.00 in FY2006-07, \$47,035.92 in FY2007-08 and \$62,908.00 in FY2008-09). ROSI is staffed with a full time SIU/CAC executive director and is supported offsite by a part time prosecutor, a part time victim advocate, a part time DCF investigator, medical and therapeutic providers and a number of specially trained municipal officers and a state trooper who handle investigations for their respective jurisdictions.

- **The-Family-Place** covering Northern Windsor County is located at 319, Route 5 South, Norwich and has received a total of \$105,279.00 in SIU funds (\$23,250.00 in FY2006-07, \$43,000.00 in FY2007-08 and 39,029.00 in FY2008-09). The-Family-Place operates under the umbrella of the parent child center and has a co-located CAC/SIU staff of a full time coordinator and a full time supervisor/therapist. Offsite The-Family-Place is supported by a part time prosecutor and a part time victim advocate. DCF investigators, municipal and state law enforcement departments work in junction with the family place but to date have not been fully trained and/or dedicated to the co-located multidisciplinary team.

- **Our House**, Washington County Special Investigation Unit covering Washington County is located at 38 Summer Street, Barre and has received a total of \$77,863.20 in SIU funds (\$00.00 in FY2006-07, \$00.00 in FY2007-08 and \$77,863.20 in FY2008-09). Our House now has a full time executive director and a full time administrative assistant who are supported offsite by a part time prosecutor and a part time victim's advocate. Municipal law enforcement, state police, DOC and DCF have joined their multidisciplinary team and are working together to re-configure their facility to allow more team members to be co-located. State Police and Barre City Police Department have both committed to providing a law enforcement officer to the unit.

Developing SIU/CACs:

- The **Lamoille County Special Investigation Unit**, covering Lamoille County is housed in a single office attached to the Lamoille County State's Attorney's office located at 252 Main Street, Hyde Park and has received a total of \$91,858.32 in SIU funds (\$00.00 in FY2006-07, \$21,758.40 in FY2007-08 and \$70,099.92 in FY2008-09 including a \$32,000.00 special law enforcement grant). Lamoille is staffed with a part time executive director and is supported by a part time prosecutor and a part time victim advocate. They are currently in the process of selecting a full time law enforcement officer who will be located at the SIU.

- The **Southeastern Unit for Special Investigations (SUSI)**, covering Windham County has not developed to the point of establishing an independent SIU/CAC facility. Their half time administrative coordinator is located at HCRS, their regional mental health agency, while their part time prosecutor, victim advocate and law enforcement officer are located at the County State's Attorney's Office. They have formed an inter-disciplinary team who meet on a regular basis to continue their work on the development of their SIU, including the process of becoming an accredited member of the National Children's Alliance. SUSI has received a total of \$134,330.50 in SIU funds, (\$21,400.00 in FY2006-07, \$41,310.00 in FY2007-08 and \$71,620.50 in FY2008-09 including a \$32,000.00 special law enforcement grant).

- The **Northeast Kingdom Special Investigation Unit**, was created this current fiscal year to develop plans outlining how SIU services should be provided to Orleans, Essex, Caledonia and Orange Counties. They received \$64,900.00 in SIU funds in FY2008-09 to hire a consultant/administrator to work with key regional entities to explore all options with a goal of providing a written proposal to the SIU Policy Board by the end of the fiscal year.

- **Addison County** has organized a working group under the leadership of the County Prosecutor to explore how to best provide SIU services to their County. Their first full meeting was held this past fall with another meeting scheduled to be held in January 2009.

Summary

The first three years of SIU funding primarily targeted the development and sustainability of each Unit's organizational capacity and management. While the majority of the Units remain in different stages of development much has been accomplished. A significantly larger percentage of our state's citizens now have access to SIU services, and regionally strong leadership teams have been organized to further develop the State's SIU strategy. As each SIU developed, two common needs arose, first being the need for additional dedicated law enforcement resources staffed at the SIU. The state police currently have 3 troopers dedicated to SIUs (1 in CUSI and 2 in NUSI), with fourth detective sergeant working in concert with the SIU Policy Board and regional leadership teams to develop a strategy for additional troopers to be assigned during the coming years. The Policy Board also awarded three \$32,000.00 grants this fiscal year to further the assignment of a local law enforcement officer to 3 of the SIUs. The second area of need identified, was that of adequate office space to allow the multidisciplinary teams being created to be co-located. For our developing SIUs to be successful, both of these areas need to be addressed in the coming years.

State of Vermont SIU 2008-2009 Legislative Report

Name of SIU/CAC: **Chittenden Unit for Special Investigations (CUSI)
(Child Advocacy Center)**

Geographic Area Covered: **Chittenden County.**

Governance: **Non-Profit, 501c3, governed by a Board of
Directors/Bylaws.**

Brief History: The Chittenden Unit for Special Investigations (CUSI) is a multi-agency task force created in 1990 to investigate reports of sexual assaults, sexual abuse, and serious child abuse within Chittenden County of Vermont. The county covers 539 square miles and is four times more densely populated than the state average. The Unit serves a population of approximately 150,000 residents.

CUSI is the result of grass roots, inter-governmental effort to create an investigative unit with specialized skills that is able to provide improved investigative and victim services for sexual offense crimes and serious cases of child abuse. The fundamental goal of CUSI is to generate the highest quality criminal investigation for sexual assault and abuse related offenses while recognizing and meeting the sensitive needs of the survivors of these crimes and their families. The mission statement for the Unit reflects its commitment to the investigation of crimes of a sexual nature and physical abuse of young children using resources that cross traditional lines of police jurisdiction. CUSI continues to grow and has now added a Child Advocacy Center (CAC) to the unit.

Current Status: CUSI is currently located at 50 Cherry St. Suite 102 Burlington VT. The unit has a co-located staff of six onsite investigators (one state trooper and five municipal officers), a dedicated full time prosecutor, a dedicated full time victim advocate, a full time CAC director and a full time CUSI director, and a full time investigator from the Department of Children and Families. These positions are funded through a combination of in-kind contributions, federal and state grants. CUSI has investigated more than 6,100 cases of sexual assault/abuse and serious child abuse since 1993. Statistics prior to 1993 were not available.

<u>Current Budget:</u>	In-Kind (Staff and Facility).....	\$705,141.52
	Grant Revenue.....	\$126,400.00
	<u>Municipal Contributions.....</u>	<u>\$ 41,850.00</u>
	Total Budget.....	\$873,391.52

Future Needs: As technology continues to grow and expand perpetrators are finding new ways to use these technological changes to commit their crimes. CUSI must keep up with these changes both in equipment and training.

State of Vermont SIU 2008-2009 Legislative Report

Name of SIU/CAC: Northwest Unit for Special Investigations (NUSI)
(Child Advocacy Center)

Geographic Area Covered: Franklin and Grand Isle Counties.

Governance: Non-Profit, 501c3, governed by a Board of
Directors/Bylaws.

Brief History: The Northwest Unit for Special Investigations (NUSI) was created in 1995 upon the reassignment of a Vermont State Trooper from the St. Albans Barracks to the Franklin County State's Attorney's Office. Then State's Attorney Howard Vanbenthuisen, dedicated a prosecutor and victim advocate from his office, creating the region's first multidisciplinary team. This team's primary responsibility's included the investigation, prosecution and victim services for crimes involving sexual assault/abuse and other serious crimes against children. NUSI obtained its non-profit status in October of 1995, and became a Child Advocacy Center (CAC), accredited by the National Children's Alliance (NCA) in April 2000.

Current Status: NUSI is currently located a 5 Lemnah Drive, St. Albans VT., as a wing attached to the Franklin County State's Attorney's Office. The unit has a co-located staff of three onsite investigators (two state troopers and one deputy sheriff), a dedicated part time prosecutor, a dedicated part time victim advocate, a full time administrative assistant, a part time executive director and a part time victim therapist. These positions are funded through a combination of in-kind contributions, federal and state grants. As a non-profit, NUSI hosts an annual fund raiser event and receives funding from numerous municipalities throughout the two counties it covers. During its first 13 years of existence, NUSI has investigated more then 2,400 cases of sexual assault/abuse and serious child abuse, averaging approximately 184 cases a year.

<u>Current Budget:</u>	In-Kind (Staff and Facility).....	\$222,526.23
	Federal Grant (Rural Justice, NCA, STOP)....	\$123,702.07
	State Grants (CAC, SIU).....	\$105,255.32
	Non-Profit Fund Raising.....	\$ 3,000.00
	<u>Municipal Contributions.....</u>	<u>\$ 5,000.00</u>
	Total Budget.....	\$459,483.62

Future Needs: Over the past two and a half years NUSI has experienced a steady increase in cases investigated (165 cases in 2005, 226 cases in 2006, 228 cases in 2007 and 112 cases for the first six months of 2008). With this current trend NUSI has reached its capacity to adequately manage its case load. If the trend continues an increase in space and staffing across all disciplines will be needed. NUSI is also looking to add the Department of Children and Families, as well as Probation and Parole, as part of their co-located multidisciplinary team. These moves will also require addition space and support.

State of Vermont SIU 2008-2009 Legislative Report

Name of SIU/CAC: Lamoille County Special Investigation Unit

Geographic Area Covered: Lamoille County

Governance: Non-Profit, 501c3, governed by a Board of Directors/Bylaws.

Brief History: The Lamoille County Special Investigation unit was created in 2007 and represents a continued collaborative effort on the part of the State's Attorney office, The Vermont State Police, The Lamoille County Sheriff's Department, Morristown Police Department, Stowe Police Department, and the Clarina Howard Nichols Center.

Prior to 2007, Lamoille County had the benefit of a domestic and sexual violence response team comprised of a prosecutor, an investigator and a victim advocate. The team had been funded by grants allocated under the Violence against Women's Act, in addition to individual contributions made by area law enforcement agencies. The Lamoille County Special Investigation unit is an extension of that team and includes a dedicated facility for conducting forensic interviews of victims of sexual crimes. The current funding for the Unit includes continued VAWA funding as well as Vermont State SIU grant funding.

The Units primary responsibilities include investigating, prosecuting and providing victim services for crimes involving domestic and sexual assault/abuse and other serious crimes against children. The Lamoille County Special Investigation Unit obtained its non-profit status in December of 2008.

Current Status: The Lamoille County Special Investigation Unit is currently located at 252 Main Street, Hyde Park, VT, and includes an interview facility and conference area attached to the Lamoille County State's Attorney's Office. The unit has co-located staff including a part time prosecutor, a part time victim advocate, and a part time executive director and will soon have a dedicated full time investigator.

Current Budget:

Federal Grant (STOP).....	\$116,081.64
State Grants (SIU).....	\$ 50,964.14
<u>Other Contributions.....</u>	<u>\$ 16,500.00</u>
Total Budget.....	\$183,545.78

Future Needs: The Lamoille County Special Investigation Unit now has a dedicated facility for conducting forensic interviews of victims of sexual crimes. A full time investigator will be hired as soon as possible. State, County and Municipal law enforcement agencies will continue to receive specialized training relating to the investigation of domestic and sexual violence crimes, as well as severe child abuse. The future needs of the unit will be best determined once it is fully staffed and had an opportunity to apply a team approach to the investigation and prosecution of domestic and sexual violence crimes.

State of Vermont SIU 2008-2009 Legislative Report

Name of SIU/CAC: Rutland Office for Special Investigations (ROSI)
Child First Advocacy Center (CFAC)

Geographic Area Covered: Rutland County

Governance: Non-Profit, 501c3, governed by a Board of
Directors/Bylaws

Brief History: At present, ROSI and CFAC are interwoven to best utilize funds and resources to prevent, detect, investigate and prosecute cases of sexual abuse/assault and severe physical abuse. However, CFAC preceded the development of ROSI. By 1988, Rutland County had developed a dedicated team concept for prosecution of crimes against children by hiring a dedicated Prosecutor and Victim Advocate. By 1998, the model had expanded to incorporate therapeutic and medical treatment, case planning and case review. CFAC opened in 1999 and was accredited by the National Children's Alliance in 2004. ROSI was developed through a Memorandum of Understanding with the Rutland County State's Attorney's Office and the Rutland District Office of the Department of Children and Families, the Rutland County Sexual Abuse Response Team and the law enforcement agencies with jurisdiction in Rutland County. CFAC obtained non-profit status in 2001. ROSI and CFAC share an Executive Board of Directors who has fiscal oversight of operations.

Current Status: ROSI/CFAC is currently located at 162 North Main Street, Rutland and share an Executive Director. Presently, we are seeking a second (part-time) employee and are in the process of acquiring a new, larger home to allow for expansion and co-location of team members. CFAC/ROSI will maintain our dedicated full-time prosecutor and victim advocate, identified law enforcement and child protection investigators and specialized medical and therapeutic providers; all of whom are presently located off-site. ROSI/CFAC cases have increased from 28 investigated in the first half of 2007 to 53 in the second half of 2007. This year, the first half of the year had 44 investigations and July 1 through October 31 there have been 51.

<u>Current Budget:</u>	In-Kind (Staff).....	\$94,000.00
	Federal Grant (NCA).....	\$10,000.00
	State Grants (VCVS, SIU).....	\$92,908.00
	Other grants	\$6,000.00
	Total Budget.....	\$202,908.00

Future Needs: With one employee and no designated on-site investigator(s), we struggle to adequately manage our case load. We desperately require additional staff and new space to accommodate investigative co-location. Additionally, our medical provider has agreed to perform on-site medical exams once she can be accommodated. Co-location will help engage our partner agencies and increase community buy-in. A larger facility is necessary for community prevention/education initiatives and cross-discipline training in the field of child abuse for team members working in the area of prevention, detection and treatment.

State of Vermont SIU 2008-2009 Legislative Report

Name of SIU/CAC: Bennington County Child Advocacy Center (CAC) and Special Victims Unit (SVU)

Geographic Area Covered: Bennington County

Governance: Non -Profit, 501C3, governed by the Board of Director's/Advisory Board, By-laws and umbrella agency under non-profit mental health services through United Counseling.

Brief History: The MDT was formed in February of 1989, with 19 empanelled community members. Four of the original members, Bunny Thompson – DCF; Gary Briggs – State's Attorneys Office; Chief Richard Gauthier and Sue Dence – Therapist/UCS are all still actively involved. In 1993, the Child Advocacy Center secured a site to conduct interviews in the lower level of the Superior Court Building. In 1995, the CAC was incorporated as a non-profit agency. In 2005, the CAC became an umbrella agency of United Counseling Service and received a \$50,000 grant from the National Children's Alliance. In June of 2006, the Bennington County CAC achieved accreditation by the National Children's Alliance. In 2007, the CAC saw the assignment of a permanent, full time investigator donated to us by the Bennington County Police Department. At this time, the CAC became a Special Victims Unit. The members of the CAC/SVU team meet monthly to discuss cases as well as to review best practices across our discipline. The Center, fully supported by the Bennington County State Attorney's Office, is fully dedicated to responding to child sexual and egregious physical abuse.

Current Status: The Bennington County CAC/SVU is housed in the lower level of the Bennington County Superior Court Building. Our staff consists of one on-site Bennington County Police Investigator, one full time Case Manager, a part time Administrator and a part time Director. These positions are funded through a combination of in-kind contributions, and federal and state grants. In 2007, the SVU/CAC investigated 108 cases. Thus far in 2008, we have investigated 97 cases. This caseload has stretched our resources significantly and we anticipate our case load to continue increasing.

<u>Current Budget:</u>	In-Kind (Staff)	\$268,891.00
	<u>Grant Revenue</u>	<u>\$128,890.00</u>
	Total Budget	\$397,781.00

Future Needs: In 2007, the CAC/SVU investigated 108 cases. So far in the 10 months to date of 2008, we have already investigated 97 cases. The ever increasing caseload has strained the resources of the CAC/SVU to its breaking point. I anticipate soon needing a larger space to house the CAC along with another full time police investigator, 2 full time case managers and an additional part time administrative person. All of the above expansion will increase our need for additional funds. However, the CAC/SVU plays a critical role in helping and protecting our community's children. Given our mission, funding must be made available to ensure our continued and future success.

State of Vermont SIU 2008-2009 Legislative Report

Name of SIU/CAC: O.U.R. House of Central Vermont, Inc.
(Children's Advocacy Center and Special Investigative Unit)

Geographic Area Covered: Washington County and a portion of Orange County as a CAC; SIU territory encompasses Washington County.

Governance: IRS 501(c) (3) non-profit corporation organized under Vermont law. The corporation's operation is prescribed in its by-laws and governed by an elected board of directors.

Brief History: OUR House was established in 1989 and is Vermont's first children's advocacy center. OUR House acquired the real estate at 38 Summer Street in Barre in 1995 and has operated out of the same location ever since. OUR House just completed presentation of its Annual New England Child Sexual Abuse Conference for the eleventh time, a widely attended regional conference. OUR House continues to maintain a vibrant and committed board of directors.

Current Status: OUR House's multi-disciplinary team is in the process of re-invigorating itself and meets weekly for case review and collaboration, and currently includes participants from State and local law enforcement, the Department for Children and Families, the Department of Corrections, the State's Attorney's office, and victim advocacy groups, as well as medical and mental health professionals. We are exploring options to re-configure our facility so the maximum number of team members may be co-located on the premises, while still maintaining the facility's child friendly interview and treatment atmosphere. Two law enforcement officers have been committed to the SIU (one from Barre City and one from the State Police), although not yet housed on-site. Until the facilities have been revamped, the officers will work from their respective agencies. OUR House is currently discussing the provisions of a County-wide Memorandum of Understanding with all of the law enforcement agencies involved.

<u>Current Budget:</u>	In-Kind (Staff)	\$189,593
	Foundation Grants (United Way, etc.)	19,505
	State Grants (SIU/CAC)	107,863
	<u>Non-Profit Fund Raising/Conference Income</u>	<u>25,495</u>
	Total Budget	\$312,456

Future Needs: Improved or additional infrastructure is needed to bring the SIU online: expanded telephone service, interior walls/cubicles, enhanced facility security, and improved office equipment and technology to accommodate heavier use. In addition, to be able to house participants from Department for Children and Families, Department of Corrections, mental health, advocacy, as well as law enforcement officers, additional space will be needed.

State of Vermont SIU 2008-2009 Legislative Report

Name of SIU/CAC: Northern Windsor Special Investigative Unit at The Family Place, Child Advocacy Center

Geographic Area Covered: Northern Windsor County

Governance: Umbrella Agency: The Family Place, Non-Profit, 501c3, governed by a Board of Directors

Brief History: The Northern Windsor Special Investigative Unit was built upon the structure of the Child Advocacy Center (CAC) at The Family Place which has been in existence since 2000 and accredited by the National Children’s Alliance since 2001. The Advisory Board of the CAC undertook to plan a Special Investigative Unit using funds from a planning grant provided by the State in FY 2006-07. We amended our CAC Protocol to incorporate the business of the SIU and made plans to use the existing structure of the CAC to address sexual crimes against adults as well as children.

Current Status: The CAC/SIU is located at The Family Place at 319 Route 5 South, Norwich, VT. Within the umbrella of the parent child center, our staff comprises a full-time supervisor/therapist and a full-time coordinator. We are also supported by the executive director, administrative staff, and the board of directors of The Family Place. These positions are funded through a combination of in-kind contributions, federal and state grants. As a non-profit, The Family Place hosts an annual fund raiser event and receives funding from the United Way of the Upper Valley. Our multidisciplinary team consists of representatives from prosecution, law enforcement, child protection, victim advocacy and medical and mental health providers. During its first 8 years of existence, the CAC/SIU has investigated more than 500 cases of sexual assault/abuse and serious child abuse, averaging approximately 62 cases per year.

<u>Current Budget:</u>	NCA program Support grant.....	\$10,000
	State Grants (CAC, SIU).....	69,029
	VT DCF Therapy Grant.....	25,000
	<u>United Way of the Upper Valley.....</u>	<u>12,850</u>
	Total budget.....	\$116,879

Future Needs: Both the CAC and SIU struggle with turnover in multidisciplinary team membership making training and orientation a high priority. We have experienced a downturn in the availability of funds for out-of-state training and have been focusing on trainings that can be brought to the state. We cannot overstate the case for the need for fully funded law enforcement positions for each SIU, so that these officers can be fully trained to the task of investigating these very difficult crimes.

State of Vermont SIU 2008-2009 Legislative Report

Name of SIU/CAC: Southeastern Unit for Special Investigations (SUSI)

Geographic Area: Windham County

Governance: SUSI is a developing SIU. Thus far there is no formal governance structure. All members of the inter-disciplinary team have signed an MOU.

Brief History: The Southeastern Unit for Special Investigations was created early in 2007 with a grant from the Vermont SIU Grants Board (VSIUGB) for program support. SUSI was established after years of discussion about the need for a specialized unit in Windham County to investigate allegations of child sexual assault and severe child abuse and neglect. The inter-disciplinary team that comprises SUSI includes the Windham County State's Attorney's Office, the Department for Children and Families (DCF), Local Law Enforcement Agencies and Community Mental Health. The team's primary responsibilities include the investigation, prosecution and victim services for crimes of sexual assault/abuse and other serious crimes against children.

Current Status: SUSI is located at 51 Fairview Street, Brattleboro, VT, on the 2nd floor of the HCRS office building. Health Care and Rehabilitation Services (HCRS), the community mental health agency, provides, through in-kind donation, a dedicated interview room and office space/equipment for the half-time SUSI Administrative Coordinator (position funded by VSIUGB program support). The unit also has a part-time dedicated investigator (position funded by VSIUGB law enforcement grant) who is located at the Windham Co. State's Attorney's Office. In the past 18 months since its inception, SUSI has investigated approximately 60 cases.

<u>Current Budget:</u>	In-Kind (Staff and Facility).....	\$172,729.00
	State Grants (SIU program & law enforcement).....	\$ 71,620.50
	Total Budget.....	\$244,349.50

Future Needs: SUSI's primary need for the '09-'10 fiscal year is to upgrade our current 60% law enforcement investigator's position (now funded by special \$32,000 SIU grant) to a full-time position, at a cost of approximately \$50,000 per year. We also need funds for more training opportunities for team members. A third identified need is funding to purchase and/or upgrade recording equipment and basic supplies for outlying jurisdictions because those investigators do not often use the current interview space due to lengthy travel distance. Estimated cost for this need is \$5,000.

Vermont's Special Investigation Units and Child Advocacy Centers

