



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Daniel Dickerson, Fiscal Analyst *DWD*  
Date: February 03, 2020  
Subject: Grant Requests – JFO #2993-2996

Enclosed please find four (4) items, including one (1) limited-service position, which the Joint Fiscal Office has received from the Administration.

**JFO #2993** – \$180,000 from U.S. Environmental Protection Agency (EPA) to the VT Dept. of Environmental Conservation (DEC). This funding will be used to perform lead testing on drinking water sources within all schools in the State of Vermont. This work will be performed by December 31, 2020. No State matching funds are required.  
*[JFO received 01/31/20]*

**JFO #2994** – \$72,623 from the National Young Farmers Coalition (NYFC) to the VT Dept. of Disabilities, Aging and Independent Living (DAIL). This funding is a sub-grant from a larger pot of money that was awarded to NYFC from the U.S. Dept. of Agriculture. DAIL will use the funds towards building a network with legal, financial and behavioral resources for farmers. Specific objectives include the development of a peer support model for farmers, a review and analysis of existing mental health resources, development of a comprehensive mental health resource guide for farmers, workshops on mental health, and development of a cohort of resource providers to engage and integrate with other agricultural departments. **DAIL has requested one (1) limited-service position in conjunction with this grant request.** This is a one-year grant with the potential for extension into subsequent years.  
*[JFO received 01/31/20]*

**JFO #2995** – \$10,000 from the U.S. Forest Service to the VT Dept. of Environmental Conservation. This funding has been awarded as part of the Good Neighbor Supplemental Project Agreement to aid in performing water quality monitoring activities on federal land. These activities will include the collection and analysis of samples to monitor forest, rangeland and watershed restoration efforts. This funding will be used in State FY2020. No State matching funds are required.  
*[JFO received 01/31/20]*

**JFO #2996** – \$749,519 from U.S. Dept. of Justice to the VT Dept. of State's Attorneys and Sheriffs. This funding will be used to support and enhance the State response to domestic violence in Windham and Bennington Counties. Specifically, the funds will be used to support

an existing position within SAS that was previously supported by a separate grant, which was redirected for a different use. The funds will also be used to hire consultants and to support partnerships with local jurisdictions to aid in the investigation and prosecution of domestic violence cases. The funds would be used over a three-year period and no State matching funds would be required.

*[JFO received 01/31/20]*

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; [ddickerson@leg.state.vt.us](mailto:ddickerson@leg.state.vt.us)) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by February 14, 2020 we will assume that you agree to consider as final the Governor's acceptance of these requests.

JFO 2986

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

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

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Agency of Administration

JAN 31 2020

JOINT FISCAL OFFICE

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

<b>Grant Summary:</b>	Provides funding for a SAS Domestic Violence Prosecutor (position already at SAS), as well as subawards for two Domestic Violence Investigators in two sheriffs departments, and two Legal Justice Advocates in two non-profits.				
<b>Date:</b>	12/23/2019				
<b>Department:</b>	State's Attorneys and Sheriffs				
<b>Legal Title of Grant:</b>	Improving Vermonts Proseccion Invesgitation and Risk Assessment in Domestic Violence Dating Violence and Stalking Cases				
<b>Federal Catalog #:</b>	16.590				
<b>Grant/Donor Name and Address:</b>	U.S. Dept. of Justice, Office of Violence Against Women				
<b>Grant Period:</b>	<b>From:</b>	10/1/2019	<b>To:</b>	9/30/2022	
<b>Grant/Donation</b>	\$2,565,096 749,519 Jm				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$255,113	\$247,203	\$247,203	\$749,519	

	# Positions	Explanation/Comments
<b>Position Information:</b>	0	

**Additional Comments:** SAS applied for grant funding after a shift in pre-existing grants and received this award, which will fund a SAS position (Domestic Violence Prosecutor) as well as provide funding to other non-SAS investigators/advocates. This grant will reduce GF pressure, as the SAS position, which was previsouly grant funded, was moved into GF when the initial grant funding was redirected.

<b>Department of Finance &amp; Management</b>	<i>AMS</i>	(Initial)
<b>Secretary of Administration</b>	<i>BZA</i>	(Initial)
<b>Sent To Joint Fiscal Office</b>	1/31/20	<b>Date</b>



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JOINT FISCAL OFFICE



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

BASIC GRANT INFORMATION				
<b>1. Agency:</b>	State's Attorneys & Sheriffs			
<b>2. Department:</b>	State's Attorneys and Sheriffs			
<b>3. Program:</b>				
<b>4. Legal Title of Grant:</b>	Improving Vermont's Prosecution, Investigation and Risk Assessment in Domestic Violence, Dating Violence, and Stalking Cases.			
<b>5. Federal Catalog #:</b>	16.590			
<b>6. Grant/Donor Name and Address:</b>	U.S. Dept. of Justice, Office on Violence Against Women			
<b>7. Grant Period:</b>	<b>From:</b>	10/1/2019	<b>To:</b>	9/30/2022
<b>8. Purpose of Grant:</b>	To support and enhance Vermont's response to domestic violence in Windham and Bennington counties, through strong enforcement of the laws and prosecution of DV cases, dating violence and stalking.			
<b>9. Impact on existing program if grant is not Accepted:</b>	This grant will allow us to retain a Domestic Violence Prosecutor (existing SAS/State position #, see below) in Windham County. It will also help support a DV Investigator from the Bennington Co. Sheriff's Dept. and a DV investigator from the Dover, Vt. PD/(Windham Co). We will not be able to dedicate staff to investigate and prosecute domestic violence crimes unless we accept the grant money from US Dept. of Justice. The Department of SAS does not need a position number for our prosecutor, as we can continue to use the same permanent position number (267149) that has been assigned to this position under a grant from another agency. The prior grant was from CCVS, and had funded the position for many years, but CCVS redirected the funding. Subsequently, SAS applied and received this 3-year grant directly from USDOJ - OVW.			
10. BUDGET INFORMATION				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Comments</b>
<b>Expenditures:</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	
Personal Services	\$110,911	\$110,911	\$110,911	
Operating Expenses	\$16,648	\$8,738	\$8,738	
Grants	\$127,554	\$127,554	\$127,554	
<b>Total</b>	<b>\$255,113</b>	<b>\$247,203</b>	<b>\$247,203</b>	
<b>Revenues:</b>				
State Funds:	\$0	\$0	\$0	
Cash	\$0	\$0	\$0	
In-Kind	\$0	\$0	\$0	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$255,113	\$247,203	\$247,203	
(Statewide Indirect)	\$0	\$0	\$0	
(Departmental Indirect)	\$0	\$0	\$0	
Other Funds:	\$0	\$0	\$0	
Grant (source )	\$	\$	\$	
<b>Total</b>	<b>\$255,113</b>	<b>\$247,203</b>	<b>\$247,203</b>	
<b>Appropriation No:</b>	213010000	<b>Amount:</b>	\$255,113	





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

**End Form AA-1**

(\*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).



U.S. Department of Justice  
Office on Violence Against Women

Grant

PAGE 1 OF 13

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Vermont Department of State's Attorneys and Sheriffs 110 State Street Montpelier, VT 05633-6401		4. AWARD NUMBER: 2019-WE-AX-0024	
2a. GRANTEE IRS/VENDOR NO. 036000300		5. PROJECT PERIOD: FROM 10/01/2019 TO 09/30/2022 BUDGET PERIOD: FROM 10/01/2019 TO 09/30/2022	
2b. GRANTEE DUNS NO. 099414273		6. AWARD DATE 09/17/2019	7. ACTION Initial
3. PROJECT TITLE Improving Vermont's Prosecution, Investigation and Risk Assessment in Domestic Violence, Dating Violence, and Stalking Cases		9. PREVIOUS AWARD AMOUNT \$ 0	
		10. AMOUNT OF THIS AWARD \$ 749,519	
		11. TOTAL AWARD \$ 749,519	
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 34 U.S.C. §§ 10461 – 10465 (OVW- Improving Criminal Justice Responses Program, also known as Arrest Program)			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.590 - Improving Criminal Justice Responses Grant Program also known as the Arrest Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL  Laura L. Rogers Acting Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL  John Campbell Executive Director	
17. SIGNATURE OF APPROVING OFFICIAL  <i>Laura L. Rogers</i>		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL  <i>John Campbell</i>	19A. DATE 10/1/19
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X A W4 29 00 00 749519		21. 0419D00043	





U.S. Department of Justice

Office on Violence Against Women

Outreach and Communications Division

Washington, D.C. 20531

GRANT NOTIFICATION

Grant Number: 2019-WE-AX-0024

Name & Address of Recipient: Vermont Department Of State'S Attorneys And Sheriffs  
110 State Street  
City, State & ZIP: Montpelier, Vermont 05633-6401

Recipient Project Director/Contact:  
John Campbell  
Executive Director

Phone: (802) 828-2891

Title of Program: Improving Criminal Justice Responses Program

Title of Project: Improving Criminal Justice Responses Program

Amount of Award: \$ 749,519

Date of Award: 09/17/2019

Awarding Agency: Office on Violence Against Women  
Brenda Auterman

Supplement: No

Statutory Authority for Program:

34 U.S.C. §§ 10461 – 10465 (OVW- Improving Criminal Justice Responses Program, also known as Arrest Program)

Impact/Focus: Discretionary

CFDA Number: 16.590

Project Description:

The Improving Criminal Justice Responses to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program is authorized by the Violence Against Women Act, as reauthorized, codified at 34 U.S.C. 10461-10465, and implemented through regulations at 28 C.F.R. Part 90, Subpart D. The program enhances victim safety and offender accountability in cases of domestic violence, dating violence, sexual assault, and stalking by encouraging jurisdictions to work collaboratively with community partners to identify problems and share ideas that will result in effective responses to these crimes. An integral component of this program is the creation and enhancement of a coordinated community response that brings together criminal justice agencies, victim services providers, and community organizations that respond to sexual assault, domestic violence, dating violence, and stalking.

The Vermont Department of State's Attorneys and Sheriffs, in collaboration with its victim service partner Women's Freedom Center, will use this award to strengthen the criminal justice response to domestic violence, dating violence, and stalking. Specifically, this project will: 1) employ a full-time designated domestic violence prosecutor and full-time investigator in Windham County; 2) employ a half-time designated domestic violence investigator in Bennington County; 3) develop and formalize a statewide risk and lethality assessment tool; 4) improve data tracking and information sharing systems and plan for a 24/7 statewide protection order registry; 5) develop and formalize protocols, training modules, interstate cooperative agreements and multi-disciplinary collaborations; and 6) train law enforcement, prosecutors, and the judiciary on best practices in domestic violence, dating violence, and stalking cases.

The timing for performance of this award is 36 months.



U.S. Department of Justice  
Office on Violence Against Women

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AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR    FUND CODE    BUD. ACT.    OFC.    DIV. REG.    SUB.    POMS    AMOUNT X    A    W4    29    00    00    749519		21. 6V419D00043	



U.S. Department of Justice  
Office on Violence Against Women

**AWARD CONTINUATION  
SHEET**  
**Grant**

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PROJECT NUMBER 2019-WE-AX-0024

AWARD DATE 09/17/2019

*SPECIAL CONDITIONS*

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office on Violence Against Women ("OVW") taking appropriate action with respect to the recipient and the award. Among other things, OVW may withhold award funds, disallow costs, or suspend or terminate the award. OVW also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide

The recipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The recipient also agrees that all financial records pertinent to this award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.333, 200.336.

3. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



U.S. Department of Justice  
Office on Violence Against Women

**AWARD CONTINUATION  
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**Grant**

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PROJECT NUMBER 2019-WE-AX-0024

AWARD DATE 09/17/2019

*SPECIAL CONDITIONS*

4. Requirements related to System for Award Management and unique entity identifiers

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Requirements related to System for Award Management (SAM) and unique entity identifiers), and are incorporated by reference here.

5. Employment eligibility verification for hiring under the award

The recipient must ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. § 1324a(a)(1) and (2). The details of the recipient's obligations under this condition are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Employment eligibility verification for hiring under award), and are incorporated by reference here.

6. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any subrecipient at any tier) must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.79) within the scope of an OVW grant-funded program or activity, or 2) uses or operates a Federal information system (as defined in OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OVW Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

7. Unreasonable restrictions on competition under the award; association with federal government

No recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by DOJ. The details of the recipient's obligations under this condition are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Unreasonable restrictions on competition under the award; association with federal government), and are incorporated by reference here.



U.S. Department of Justice  
Office on Violence Against Women

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PROJECT NUMBER 2019-WE-AX-0024

AWARD DATE 09/17/2019

*SPECIAL CONDITIONS*

8. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OVW authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)), and are incorporated by reference here.

9. Determinations of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated in the application for the award (as approved by DOJ) (or in the application for any subaward at any tier), the DOJ funding announcement (solicitation), or an associated federal statute - that a purpose of some or all of the activities to be carried out under the award (whether by the recipient or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

10. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the OVW website at <https://www.justice.gov/ovw/conference-planning>.

11. OVW Training Guiding Principles

The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Grantees and Subgrantees, available at <https://www.justice.gov/ovw/grantees#Resources>.

12. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.



U.S. Department of Justice  
Office on Violence Against Women

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PROJECT NUMBER 2019-WE-AX-0024

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*SPECIAL CONDITIONS*

13. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

15. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

16. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

17. Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. § 1913. The recipient, or any subrecipient ("subgrantee") may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.



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PROJECT NUMBER 2019-WE-AX-0024

AWARD DATE 09/17/2019

*SPECIAL CONDITIONS*

18. Compliance with general appropriations-law restrictions on the use of federal funds for this fiscal year

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.justice.gov/ovw/award-conditions> (Award Condition: General appropriations-law restrictions on use of federal award funds), and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

19. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates 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.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



U.S. Department of Justice  
Office on Violence Against Women

**AWARD CONTINUATION  
SHEET**  
Grant

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PROJECT NUMBER 2019-WE-AX-0024

AWARD DATE 09/17/2019

*SPECIAL CONDITIONS*

20. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.





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*SPECIAL CONDITIONS*

21. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

22. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

23. Availability of general terms and conditions on OVW website

The recipient agrees to follow the applicable set of general terms and conditions that are available at <https://www.justice.gov/ovw/grantees#award-conditions>. These do not supersede any specific conditions in this award document.

24. Compliance with statutory and regulatory requirements

The recipient agrees to comply with all relevant statutory and regulatory requirements, which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. §§ 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

25. Compliance with solicitation requirements

The recipient agrees that it must be in compliance with requirements outlined in the solicitation under which the approved application was submitted. The program solicitation is hereby incorporated by reference into this award.

26. VAWA 2013 nondiscrimination condition

The recipient acknowledges that 34 U.S.C. § 12291(b)(13) prohibits recipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. The recipient agrees that it will comply with this provision. The recipient also agrees to ensure that any subrecipients ("subgrantees") at any tier will comply with this provision.



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*SPECIAL CONDITIONS*

27. Misuse of award funds

The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

28. Limitation on use of funds to approved activities

The recipient agrees that grant funds will be used only for the purposes described in the recipient's application, unless OVW determines that any of these activities are out of scope or unallowable. The recipient must not undertake any work or activities that are not described in the recipient's application, award documents, or approved budget, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval, via Grant Adjustment Notice (GAN), from OVW.

29. Non-supplantation

The recipient agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

30. Confidentiality and information sharing

The recipient agrees to comply with the provisions of 34 U.S.C. § 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The recipient also agrees to ensure that all subrecipients ("subgrantees") at any tier meet these requirements.

31. Activities that compromise victim safety and recovery or undermine offender accountability

The recipient agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing, or any other activities outlined in the solicitation under which the approved application was submitted.

32. Termination or suspension for cause

The Director of OVW, upon a finding that there has been substantial failure by the recipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant solicitation, will terminate or suspend until the Director is satisfied that there is no longer such failure, all or part of the award, in accordance with the provisions of 28 C.F.R. Part 18, as applicable mutatis mutandis.



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Office on Violence Against Women

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*SPECIAL CONDITIONS*

33. Maintaining contact information

The recipient acknowledges that it is responsible for maintaining updated contact information in the Grants Management System (GMS). To update information in GMS for either the point of contact and/or the authorized representative, the recipient must submit a Grant Adjustment Notice (GAN).

34. Semiannual and final performance progress report submission

The recipient agrees to submit semiannual performance progress reports that describe activities conducted during the reporting period, including program effectiveness measures. Reports must be submitted throughout the project period, even if no funds were spent and no activities were conducted in a given reporting period. Future awards may be withheld if reports are delinquent.

The information that must be collected and reported to OVW can be found in the reporting form associated with the grant program or initiative under which this award was made. Performance progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1 - June 30 and July 1 - December 31. Recipients are required to submit their reports through the Grants Management System (GMS), unless and until OVW issues updated instructions for report submission. The final report is due 90 days after the end of the project period and should be marked "final" in the Report Type field in GMS.

35. Quarterly financial status reports

The recipient agrees that it will submit quarterly financial status reports to OVW through the Grants Management System (GMS) (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortBy=1>), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.

36. Program income

Program income, as defined by 2 C.F.R. 200.80, means gross income earned by the non-federal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of performance. Without prior approval from OVW, program income must be deducted from total allowable costs to determine the net allowable costs. In order to add program income to the OVW award, the recipient must seek approval from its program manager via a budget modification Grant Adjustment Notice (GAN) prior to generating any program income. Any program income added to the federal award must be used to support activities that were approved in the budget and follow the conditions of the OVW award. Any program income approved via budget modification GAN must be reported in the recipient's quarterly Federal Financial Report SF-425 in accordance with the addition alternative. If the program income amount changes (increases or decreases) during the project period, it must be approved via a budget modification GAN by the end of the project period. If the budget modification is not submitted and approved, it could result in audit findings for the recipient.

37. FFATA reporting subawards and executive compensation

The recipient agrees to comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the Federal Funding Accountability and Transparency Act of 2006 (FFATA) Subaward Reporting System (FSRS). The details of recipient obligations, which derive from FFATA, are posted on the OVW web site at <https://www.justice.gov/ovw/grantees#award-conditions> (Award Condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.



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*SPECIAL CONDITIONS*

38. Changes to MOU and/or IMOA

The recipient agrees to submit for OVW review and approval, via Grant Adjustment Notice (GAN), any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding and, if applicable, the Internal Memorandum of Agreement.

39. Submission of all materials and publications

The recipient agrees to submit to OVW one copy of all materials and publications (written, web-based, audio-visual, or any other format) that are funded under this award not less than twenty (20) days prior to distribution or public release. If the materials are found to be outside the scope of the program, or in some way to compromise victim safety, the recipient will need to revise the materials to address these concerns or the recipient will not be allowed to use award funds to support the development or distribution of the materials.

40. Publication disclaimer

The recipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from award activities shall contain the following statement: "This project was supported by Grant No. \_\_\_\_\_ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Justice." The recipient also agrees to ensure that any subrecipient at any tier will comply with this condition.

41. Copyrighted works

Pursuant to 2 C.F.R. 200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a subrecipient ("subgrantee") of this award, for federal purposes, and to authorize others to do so.

In addition, the recipient (or subrecipient, contractor, or subcontractor of this award at any tier) must obtain advance written approval from the OVW program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the recipient (and of each subrecipient, contractor, or subcontractor as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

42. Grantee orientation - mandatory attendance

First-time recipients, or continuation recipients if requested, must agree to have key staff members, as identified by OVW, attend the OVW grantee orientation seminar, which may be offered in-person, online, or a combination of both. Additionally, if there is a change in the project director/coordinator during the grant period, the recipient agrees, at the earliest opportunity, to send the new project director/coordinator, regardless of prior experience with this or any other federal award, to an in-person OVW grantee orientation seminar or require completion of the orientation online, whichever is available.



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Office on Violence Against Women

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*SPECIAL CONDITIONS*

43. Prior approval for non-OVW sponsored technical assistance

The recipient agrees that funds allocated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval by OVW. To request approval, the recipient must submit a Grant Adjustment Notice (GAN) and attach a copy of the event's brochure, a curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs. The GAN request must be submitted to OVW at least 20 days prior to registering for the event. Requests to attend non-OVW sponsored events will be considered on a case-by-case basis. This prior approval process also applies to requests for the use of OVW-designated technical assistance funds to pay a consultant or contractor not designated as an OVW technical assistance provider to develop and/or provide training and/or technical assistance.

44. Participation in OVW-sponsored technical assistance

The recipient agrees to attend and participate in OVW-sponsored technical assistance. Technical assistance includes, but is not limited to, national and regional conferences, audio conferences, webinars, peer-to-peer consultations, and workshops conducted by OVW-designated technical assistance providers.

45. Consultant compensation rates

The recipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, recipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, recipients are required to maintain documentation to support all daily or hourly consultant rates.

46. Required SAM and FAPIIS reporting

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OVW award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OVW awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to FAPIIS within SAM are posted on the OVW web site at: <https://www.justice.gov/ovw/grantees#award-conditions> (Award Condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.



U.S. Department of Justice  
Office on Violence Against Women

**AWARD CONTINUATION  
SHEET**  
**Grant**

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PROJECT NUMBER 2019-WE-AX-0024

AWARD DATE 09/17/2019

*SPECIAL CONDITIONS*

47. Withholding of funds pending determination of compliance with HIV certification

The recipient understands and agrees that five percent of its grant funds have been withheld because the recipient has not satisfied the requirements of 34 U.S.C. § 10461(d) concerning HIV testing of individuals charged with or convicted of sexual assault. The recipient therefore may not obligate, expend, or draw down the withheld five percent of its grant funds until the recipient demonstrates to OVW, and OVW determines, that the recipient has come into compliance with the requirements of 34 U.S.C. § 10461(d), and a Grant Adjustment Notice (GAN) has been issued to remove this condition. It is the responsibility of the recipient to timely submit to OVW all documentation necessary to establish that the recipient has satisfied the requirements of 34 U.S.C. § 10461(d), including appropriate certifications as to the recipient's compliance and copies of any applicable laws, policies, and regulations. If the recipient does not demonstrate its compliance with 34 U.S.C. § 10461(d) by the end of the state legislative session (in the recipient's home state) following the date on which the recipient submitted an application for the award, then the withheld five percent of the recipient's grant funds will be returned to OVW at the end of the award period.

48. Compliance with certifications

The recipient acknowledges that it has a continuing obligation to remain in compliance with the applicable certification requirements of 34 U.S.C. § 10461(c).

49. Limitation on use of funds for direct legal representation

The recipient agrees not to use grant funds to provide legal representation in civil or criminal matters, such as family law cases (divorce, custody, visitation, and child support), housing cases, consumer law cases and others. Grant funds may be used to provide legal representation to victims of domestic violence, dating violence, sexual assault, or stalking only in the limited context of protection order proceedings (either temporary or long term relief), or for limited immigration matters that may impact and affect the victim's ability to maintain safety (such as U visas).

50. Prohibition on public awareness activities

The recipient agrees that grant funds will not be used to conduct public awareness or community education campaigns or related activities. Grant funds may be used to support, inform, and conduct outreach to victims about available services.

51. Conditional clearance with release of TA funds

The recipient's budget is pending review and approval. The recipient may obligate, expend, and draw down only funds for travel-related expenses up to \$10,000 to attend OVW-sponsored technical assistance events, unless there is another condition on the award prohibiting obligation, expenditure, and drawdown of any funds, in which case the condition prohibiting any obligation, expenditure, or drawdown of funds will control. Remaining funds will not be available for drawdown until OVW's Grants Financial Management Division has approved the budget and budget narrative, and a Grant Adjustment Notice (GAN) has been issued removing this special condition. Any obligations or expenditures incurred by the recipient prior to the budget being approved are made at the recipient's own risk. If applicable, the Indirect Cost Rate will be identified in the GAN when the budget is approved.



U.S. Department of Justice

Office on Violence Against Women

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Washington, D.C. 20531

**Memorandum To:** OVW Award Recipient  
**From:** Marnie Shiels, Attorney Advisor  
**Subject:** Categorical Exclusion for Vermont Department of State's Attorneys and Sheriffs

The Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program implements certain provisions of the Violence Against Women Act, which was enacted in September 1994 as Title IV of the Violent Crime Control and Law Enforcement Act of 1994, and reauthorized in the Violence Against Women Acts of 2000, 2005, and 2013. The program enhances victim safety and offender accountability in cases of sexual assault, domestic violence, dating violence, and stalking by encouraging jurisdictions to work collaboratively with community partners to identify problems and share ideas that will result in effective responses to these crimes. An integral component of the program is the creation and enhancement of a coordinated community response that includes criminal justice agencies, victim services providers, and community organizations that respond to sexual assault, domestic violence, dating violence and stalking.

Renovations and construction are unallowable under this grant, and therefore none of the following activities will be conducted under the OVW federal action (i.e., the OVW-funded grant project) or a related third-party action:

1. New construction.
2. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species.
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.

In addition, the OVW federal action is neither a phase nor a segment of a project that, when reviewed in its entirety, would not meet the criteria for a categorical exclusion.

Consequently, the subject federal action meets the Office on Violence Against Women's criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations (adopted by OVW at 28 CFR § 0.122(b)). Also, no further analysis is required under the National Historic Preservation Act or other related statutes and regulations.



U.S. Department of Justice  
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**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**

**Grant**

PROJECT NUMBER  
2019-WE-AX-0024

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This project is supported under 34 U.S.C. §§ 10461 – 10465 (OVW- Improving Criminal Justice Responses Program, also known as Arrest Program)

**1. STAFF CONTACT (Name & telephone number)**

Brenda Auterman  
(202) 616-3851

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

John Campbell  
Executive Director  
110 State Street  
Montpelier, VT 05633-6401  
(802) 828-2891

**3a. TITLE OF THE PROGRAM**

OVW FY 2019 Improving Criminal Justice Responses to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Grant Program

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

**4. TITLE OF PROJECT**

Improving Vermont's Prosecution, Investigation and Risk Assessment in Domestic Violence, Dating Violence, and Stalking Cases

**5. NAME & ADDRESS OF GRANTEE**

Vermont Department of State's Attorneys and Sheriffs  
110 State Street  
Montpelier, VT 05633-6401

**6. NAME & ADDRESS OF SUBGRANTEE**

**7. PROGRAM PERIOD**

FROM: 10/01/2019 TO: 09/30/2022

**8. BUDGET PERIOD**

FROM: 10/01/2019 TO: 09/30/2022

**9. AMOUNT OF AWARD**

\$ 749,519

**10. DATE OF AWARD**

09/17/2019

**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 Improving Criminal Justice Responses to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program is authorized by the Violence Against Women Act, as reauthorized, codified at 34 U.S.C. 10461-10465, and implemented through regulations at 28 C.F.R. Part 90, Subpart D. The program enhances victim safety and offender accountability in cases of domestic violence, dating violence, sexual assault, and stalking by encouraging jurisdictions to work collaboratively with community partners to identify problems and share ideas that will result in effective responses to these crimes. An integral component of this program is the creation and enhancement of a coordinated community response that brings together criminal justice agencies, victim services providers, and community organizations that respond to sexual assault, domestic violence, dating violence, and stalking.

The Vermont Department of State's Attorneys and Sheriffs, in collaboration with its victim service partner Women's Freedom Center, will use this award to strengthen the criminal justice response to domestic violence, dating violence, and stalking. Specifically, this project will: 1) employ a full-time designated



domestic violence prosecutor and full-time investigator in Windham County; 2) employ a half-time designated domestic violence investigator in Bennington County; 3) develop and formalize a statewide risk and lethality assessment tool; 4) improve data tracking and information sharing systems and plan for a 24/7 statewide protection order registry; 5) develop and formalize protocols, training modules, interstate cooperative agreements and multi-disciplinary collaborations; and 6) train law enforcement, prosecutors, and the judiciary on best practices in domestic violence, dating violence, and stalking cases.

The timing for performance of this award is 36 months.

CA/NCF

**Budget Information & Detail Worksheet**

**Budget Information**

**A. Personnel: Salary**

Name	Position	Organization	Computation	3-yr Cost
Dana Nevins	Prosecutor – full-time	State of Vermont Windham County State’s Attorney	\$67,218	\$201,655
3 yr. Salary Total				<b>\$201,655</b>

**TOTAL PERSONNEL: \$201,655**

The Prosecutor will devote full-time effort to the prevention, reduction and prosecution of domestic violence and sexual assault cases, and increase offender accountability and victim safety. The Prosecutor works with the State’s Attorney, Deputy State’s Attorneys, Victim Advocates and Investigators in the SAO, and with other state and federal agencies, partner organizations and community programs. Assists with public policy efforts on DV and Sexual Assault issues affecting the justice system and Department. Works with stakeholders to ensure best practices in alternative approaches to criminal behavior. Collaborates and communicates regularly with stakeholders. Effectively present cases in court and jury trials, and manage caseload in a fast-paced work environment. The prosecutor exercises the powers of the state’s attorney’s office in prosecuting these criminal offenses.

**B. Fringe Benefits**

Name	FICA	Health	Retirement	Fringe:
Dana Nevins Prosecutor	(\$67,218 x .0765) = \$5,142 x 3 yrs.	(\$22,936 annual); Dental (\$1,409 annual); Life (\$283 annual); LTD (\$154 annual); EAP (\$30 annual); Worker’s Comp (\$108 annual) = \$24,920 x 3 yrs.	Cost (\$13,631 annual) x 3 yrs.	3 year cost total
<b>FICA &amp; Fringe, 3 year total</b>	<b>\$15,426</b>	<b>\$74,760</b>	<b>\$40,895</b>	<b>\$131,081</b>

**TOTAL FRINGE: \$131,081**

### C. TRAVEL

#### OVW Tech Assistance & Training

Purpose	Location	Allocation	3 yr. Cost
OVW Training and Technical Assistance	TBD	\$10,000	\$10,000

**TOTAL OVW Tech Asst & Training: \$ 10,000**

#### Travel:

Partner group/other meetings; court, investigation travel	TBD	\$2,240 x 3 yrs.	3 yr. Cost \$6,720
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**TOTAL TRAVEL: \$6,720**

Itemized travel expenses of Prosecutor will include staff travel to training and technical assistance, witness and law enforcement interviews, partners and community meetings. Travel reimbursement is based upon the State of Vermont's travel policies, including mileage rate, out of state meal per diem rates, government-employee rate for lodging, and best price for airfare. No in-state meals are permitted to be reimbursed unless connected with overnight lodging or meals through conference registration/meals. We anticipate that the Prosecutor and grant partners will need to meet to coordinate planning and work activities, and that the Prosecutor may also travel to meet with law enforcement, community groups and other stakeholders on domestic violence and sexual assault prevention, education and training.

### E. SUPPLIES

The Department of State's Attorneys and Sheriffs (SAS Executive Director's Office in Montpelier, Vermont) will purchase the supplies listed below and provide it to the investigators (listed under G. Consultants/Contracts) for their work under this grant award. The State of Vermont's purchasing system will enable these items to be procured at the State's contracted costs, and because the computers and software licenses will be under our department's ownership/jurisdiction, we will be able configure the computers to allow access to our criminal case management system.

SUPPLIES	Quantity	Costs	3 Year Cost
Investigators Laptops	3	\$1,000 x 3 (one-time cost)	\$3,000

**TOTAL SUPPLIES: \$3,000**

**G. CONSULTANTS/CONTRACTS: Personnel, Fringe, Travel**

**1. Project Against Violent Encounters (PAVE), Bennington, VT**

**Personnel:**

Name	Position	Organization	Rate and Yearly Hours	Total Cost 3 yrs.
TBD	Legal Justice Advocate	PAVE	\$30/hr. x 208 hrs. x 3 yrs.	\$18,720

**TOTAL PERSONNEL: \$18,720**

**Fringe:**

Name & Position	FICA	Other	Total fringe cost
TBD, Legal Justice Advocate	\$4,296	n/a	\$4,296

**TOTAL FRINGE: \$4,296**

The Legal Justice Advocate (LJA) will work closely with the State's Attorney's Office and other partners in team meetings, and with victims whose cases proceed through the criminal justice system. LJA will work with survivors throughout the RFA, Sexual Assault and/or Stalking Order process and in criminal proceedings. Works with Victim Advocates and Investigators. Attends weekly meetings to discuss current DV/SA cases. Receives copies of affidavits to proactively reach out to the victim(s) to offer support services including financial, housing, and help in securing a RFA or restraining order. Upon initial risk assessment by the Investigator, LJA may be contacted for the purposes of initiating contact with a victim at the earliest stages of the event. Informs survivors of their options and resources so that they are able to make informed decisions. Accompanies victims to court hearings and meetings with police, monitors the system and provides feedback to court personnel, attorneys and judges. The LJA confidentially and objectively discusses ways to enhance safety before, during and after the criminal justice process.

**OVW Tech Assistance & Training**

Purpose	Location	Allocation	3 yr. Cost
OVW Training and Technical Assistance	TBD	\$2,500	\$2,500

**TOTAL OVW Tech Asst & Training: \$ 2,500**

**Travel:**

Partner group/other meetings (see below)	TBD	\$1,000 x 3 yrs.	\$3,000
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**TOTAL TRAVEL: \$3,000**

We anticipate that the LJA and grant partners will need to meet to coordinate planning and work activities. LJA may also travel to meet with victims, law enforcement, community groups and other stakeholders on domestic violence and sexual assault prevention, education and training.

**2. Women's Freedom Center, (WFC), Brattleboro, Vermont****Personnel:**

Name	Position	Organization	Rate and Yearly Hours	Total Cost
Donna Macomber	Legal Justice Advocate	Women's Freedom Center, Brattleboro	\$30/hr. x 208 hrs. x 3	\$18,720

**TOTAL PERSONNEL: \$18,720****Fringe Benefit:**

Name & Position	FICA	Other	Total fringe cost
Donna Macomber, Legal Justice Advocate	\$4,296	n/a	\$4,296

**TOTAL FRINGE: \$4,296**

The Legal Justice Advocate (LJA) will work closely with the State's Attorney's Office and other partners in team meetings, and with victims whose cases proceed through the criminal justice system. LJA will work with survivors throughout the RFA, Sexual Assault and/or Stalking Order process and in criminal proceedings. Works with Victim Advocates and Investigators. Attends weekly meetings to discuss current DV/SA cases. Receives copies of affidavits to proactively reach out to the victim(s) to offer support services including financial, housing, and help in securing a RFA or restraining order. Upon initial risk assessment by the Investigator, LJA may be contacted for the purposes of initiating contact with a victim at the earliest stages of the event. Informs survivors of their options and resources so that they are able to make informed decisions. Accompanies victims to court hearings and meetings with police, monitors the system and provides feedback to court personnel, attorneys and judges. The LJA confidentially and objectively discusses ways to enhance safety before, during and after the criminal justice process.

**OVW Tech Assistance & Training**

Purpose	Location	Allocation	3 yr. Cost
OVW Training and Technical Assistance	TBD	\$2,500	\$2,500

**TOTAL OVW Tech Asst & Training: \$ 2,500**

**Travel:**

Partner group/other meetings (see below)	TBD	\$1,000 x 3 yrs.	\$3,000
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**TOTAL TRAVEL: \$3,000**

We anticipate that the LJA and grant partners will need to meet to coordinate planning and work activities. LJA may also travel to meet with victims, law enforcement, community groups and other stakeholders on domestic violence and sexual assault prevention, education and training.

**3. Dover Police Department, Dover, Vermont****Personnel:**

Name	Position	Organization	Rate and Hours per year	Annual Cost	3 year Total Cost
Rebecca Morris; Sam Morris	Investigators (part-time)	Dover PD	\$40 per hr. x 1,040 hrs.	\$41,600 x 3 yrs.	\$124,800

**TOTAL PERSONNEL : \$124,800**

**Fringe:**

Name and Position	FICA	Other	3 year total FICA costs
Rebecca Morris, Sam Morris, Investigators	\$3,182 x 3 yrs.	n/a	\$9,547

**TOTAL FRINGE: \$9,547**

The Investigators will investigate domestic violence and sexual assault cases to assist the arresting and prosecuting agencies with complete information. This includes reviewing police reports, affidavits, other documents to determine if additional information is needed to support the criminal charge(s). Investigators interview victims, witnesses, law enforcement officers, offenders and other persons, which requires traveling to victims' residences, law enforcement offices, correctional centers, courts, and other venues. Investigators search for persons who may have moved or have no permanent address. Investigators gather, document and scan evidence (e.g. photos of the victim's injuries, 911 call recordings, offender's past criminal history, prior domestic abuse history, jail telephone calls and e-mails, relevant medical records, social media.

File written reports or affidavits. Prepare and execute search warrants and inquest subpoenas requests as needed. Collaborates with law enforcement for extradition of felony-level defendants. Investigators work with Victim Advocates and LJAs to promptly engage with the victim to complete a timely risk assessment. May provide direct services to victims such as assisting victims with retrieving their belongings, directing them to social and economic service agencies, providing transportation to and from court hearings, traveling out of state to bring victims back to Vermont, assisting victims with obtaining Relief from Abuse Orders. May coordinate work among the prosecutors, law enforcement agencies, other federal and state agencies, community partners, DV and sexual assault support groups and student groups. May provide training and education in domestic violence and sexual assault investigations and court testimony.

**OVW Tech Assistance & Training**

Purpose	Location	Allocation	3 yr. Cost
OVW Training and Technical Assistance	TBD	\$2,500	\$2,500

**TOTAL OVW Tech Asst & Training: \$ 2,500**

**Travel:**

Partner group/other meetings, investigation travel	TBD	\$1,000 x 3 yrs.	\$3,000
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**TOTAL TRAVEL: \$3,000**

We anticipate that the Investigators and grant partners will need to meet to coordinate planning and work activities. LJA may also travel to meet with law enforcement, community groups and other stakeholders on domestic violence and sexual assault prevention, education and training.

**4. Bennington County Sheriff's Department, Bennington, VT**

**Personnel:**

Name	Position	Organization	Rate, Hrs. per year	Annual Cost	3 year Total Cost
Lloyd Dean	Investigator	Bennington Co. Sheriff's Dept.	\$30/hr. x 1,824 hrs.	\$54,720	\$164,160

**TOTAL PERSONNEL: \$164,160**

**Fringe:**

Name Position	FICA	Other	3 year total
Lloyd Dean, Investigator	\$4,136 x 3 yrs.	n/a	\$12,410

**TOTAL FRINGE: \$12,410**

The Investigator will investigate domestic violence and sexual assault cases to assist the arresting and prosecuting agencies with complete information. This includes reviewing police reports, affidavits, other documents to determine if additional information is needed to support the criminal charge(s). Investigators interview victims, witnesses, law enforcement officers, offenders and others. Requires travel to victims' residences, law enforcement offices, correctional centers, courts, etc. Investigators search for persons (moved or no permanent address). Investigators gather, document and scan evidence (e.g. photos of the victim's injuries, 911 call recordings, offender's past criminal history, prior domestic abuse history, jail telephone calls and e-mails, relevant medical records, social media). File reports and affidavits. Prepare and execute search warrants and subpoenas as needed. Collaborates with law enforcement for extradition of felony-level defendants. Work with Victim Advocates and LJAs to promptly engage with the victim for timely risk assessment. May provide victim assistance such as retrieving their belongings, referrals to social and economic services, transportation to and from court hearings, traveling out of state to bring victims back to Vermont, assisting with obtaining Relief from Abuse Orders. May coordinate work among prosecutors, law enforcement, federal and state agencies, community partners, DV and sexual assault support groups and student groups. May provide training and education in domestic violence and sexual assault investigations and court testimony.

**OVW Tech Assistance & Training**

Purpose	Location	Allocation	3 yr. Cost
OVW Training and Technical Assistance	TBD	\$2,500	\$2,500

**TOTAL OVW Tech Asst & Training: \$ 2,500**

**Travel:**

Partner group/other meetings, investigation travel	TBD	\$2,240 x 3 yrs.	\$6,720
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**TOTAL TRAVEL: \$6,720**

We anticipate that the Investigators and grant partners will need to meet to coordinate planning and work activities. LJA may also travel to meet with law enforcement, community groups and other stakeholders on domestic violence and sexual assault prevention, education and training.

**H. OTHER COSTS: SOFTWARE LICENSES**

Microsoft 365 subscriptions	3	\$350 x 3 laptops x 3 years	\$3,150
JustWare/e-Prosecutor license	2	\$2,450 x 2 laptops ( <b>one-time cost</b> )	\$4,900
JustWare/e-Prosecutor Service & Support	3	\$704.88 x 3 laptops x 3 years	\$6,344

**TOTAL OTHER: \$14,394**



**BUDGET SUMMARY:**

A. Personnel	\$201,655
B. Fringe Benefits	\$131,081
C. Travel:	
(1) OVW Tech Asst & Training	\$10,000
(2) Other Travel	\$6,720
E. Supplies	\$3,000
G. Contracts/Consultants	
Personnel	\$326,400
Fringe	\$30,549
Travel:	
(1) OVW Tech Asst & Training	\$10,000
(2) Other Travel	\$15,720
H. Other	\$14,394
<b>Total 3-Year Request</b>	<b>\$749,519</b>
Total Direct Costs	\$749,519
Indirect Costs	\$0
<b>TOTAL PROJECT COSTS</b>	<b>\$749,519</b>
<b>Federal Share Requested</b>	<b>\$749,519</b>
<b>Non-Federal (Match) Amount</b>	<b>\$0</b>

**AA-1 GRANT BUDGET SUMMARY:**

rev. 11/25/19

Vermont Department of State's Attorneys and Sheriffs

USDOJ Grant – OVW 3 year grant for investigation and prosecution of Domestic Violence

	SFY 1	SFY2	SFY3
<b>State of Vermont Department of State's Attorneys and Sheriffs</b>			
SAS DV Prosecutor			
<b>Personnel:</b>	67,218	67,218	67,218
Total \$201,655			
<b>Fringe Benefits:</b>			
(FICA, Insurances, Retirement)	43,693	43,693	43,693
Total: \$131,081			
Travel/Expense	2,240	2,240	2,240
Total: \$6,720			
Supplies	3,000	0	0
Investigator Laptops			
Total: \$3,000			
Mandatory OVW Tech Assistance & Training	3,333	3,333	3,333
Total: \$10,000			
<i>\$10,000 – 3 year total allocation (USDOJ mandated travel set aside)</i>			
Microsoft 365 subscription (state email) \$350 per yr. per laptop x 3 years	1,050	1,050	1,050
Total: \$3,150			
JustWare/e-Prosecutor License for 2 computers	4,900	0	0
Total: \$4,900			
<i>(one-time expense)</i>			
JustWare/e-Prosecutor Service and Support	2,115	2,115	2,115
Annual expense per user account			
Total: \$6,344			

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**Project Against Violent Encounters, PAVE, Bennington**

Legal Justice Advocate

**Personnel:** 6,240 6,240 6,240  
Total: \$18,720

**Fringe Benefits:** 1,432 1,432 1,432  
Total: \$4,296

Travel/Expense: 1,000 1,000 1,000  
Total: \$3,000

Mandatory OVW Tech Assistance & Training 834 834 834  
Total: \$2,500

*3- year total allocation (USDOJ mandated travel set aside)*

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SFY 1 SFY2 SFY3

**Women's Freedom Center, Brattleboro, Vermont**

Legal Justice Advocate

**Personnel:** 6,240 6,240 6,240  
Total: \$18,720

**Fringe Benefits:** 1,432 1,432 1,432  
Total: \$4,296

Travel/Expense: 1,000 1,000 1,000  
Total: \$3,000

Mandatory OVW Tech Assistance & Training 834 834 834  
Total: \$2,500

*3- year total allocation (USDOJ mandated travel set aside)*

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**Dover Police Dept, Dover, Vermont**

DV Investigator (2 part-time, total hours 1,040)

**Personnel:** 41,600 41,600 41,600  
Total: \$124,800

<b>Fringe Benefits:</b>	3,182	3,182	3,182
Total: \$9,547			
Travel/Expense:	1,000	1,000	1,000
Total: \$3,000			
Mandatory OVW Tech Assistance & Training	834	834	834
Total: \$2,500			
<i>3- year total allocation (USDOJ mandated travel set aside)</i>			

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	SFY 1	SFY2	SFY3
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**Bennington Sheriff Dept., Bennington, Vermont**  
DV Investigator (1,824 hours per year)

<b>Personnel:</b>	54,720	54,720	54,720
Bennington, VT			
Total: \$164,160			

<b>Fringe Benefits:</b>	4,136	4,136	4,136
Total: \$12,410			

Travel/Expense:	2,240	2,240	2,240
Total: \$6,720			
3-year total allocation			

Mandatory OVW Tech Assistance & Training	834	834	834
Total: \$2,500			

*3- year total allocation  
(USDOJ mandated travel set aside)*

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<b>Total 3-Year Award</b>	<b>\$749,519</b>
Total Direct Costs	\$749,519
Indirect Costs	\$0
<b>TOTAL PROJECT COSTS</b>	<b>\$749,519</b>
<b>Federal Share Requested</b>	<b>\$749,519</b>
<b>Non-Federal (Match) Amount</b>	<b>\$0</b>



## Vermont Department of State's Attorneys and Sheriffs

### **For Immediate Release**

Montpelier, VT  
October 31, 2019

#### Contacts:

State's Attorney Tracy Shriver, 802-257-2860, [tracy.shriver@vermont.gov](mailto:tracy.shriver@vermont.gov)  
State's Attorney Erica Marthage, 802-442-8116, [erica.marthage@vermont.gov](mailto:erica.marthage@vermont.gov)

As Domestic Violence Awareness Month draws to a close, State's Attorneys Tracy Shriver (Windham County) and Erica Marthage (Bennington County) are pleased to announce that their SA Offices are the recipients of a U.S. Department of Justice federal grant which enable them to maintain strong, committed domestic violence prosecutions in their counties.

The two State's Attorney Offices have had dedicated, effective and collaborative prosecution units in place since the mid-1990s. Last year, a reshuffling of grant awards from one of the funding agencies left the two offices without the fiscal support to maintain the prosecutorial, investigative and law enforcement staffing.

In early 2019, the two State's Attorneys Offices, along with the Bennington County Sheriff, Dover Police Department, PAVE (Bennington) and Women's Freedom Center (Windham and southern Windsor counties) collaborated on a federal grant opportunity from the United States Department of Justice, Office on Violence Against Women, with the goal of continuing their work to prevent and prosecute domestic violence in their counties. The State's Attorneys were recently notified by the US Department of Justice that they have received a three-year grant that will fund their DV Units, including funding to develop lethality assessment tools, improve data tracking, formalize and train law enforcement, advocacy, and prosecution staff. All of this work supports the efforts of SA Shriver and Marthage in their work to hold domestic violence perpetrators accountable, and increase victim safety.

"We are grateful for the opportunities presented by this grant award, and remain committed to zealous and effective prosecution of domestic violence crimes in our counties. We also are very thankful for assistance received from our Executive Director John Campbell, and from US Senator Patrick Leahy and his staff, who helped with the grant and strongly advocated for our counties and citizens", said Shriver and Marthage.

