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Memorandum Date: January 4, 2006  
Order Date: January 18, 2006

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**TO:** Board of County Commissioners

**DEPARTMENT:** Children and Families

**PRESENTED BY:** Alicia Hays, Department Director

**AGENDA ITEM TITLE:** ORDER IN THE MATTER OF APPROVING THE SUBMITTAL OF A GRANT TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE ON VIOLENCE AGAINST WOMEN IN THE AMOUNT OF \$350,000 OVER TWO YEARS FOR SUPERVISED VISITATION AND SAFE EXCHANGE OF CHILDREN BY AND BETWEEN PARENTS IN CASES INVOLVING DOMESTIC VIOLENCE; AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN GRANT DOCUMENTS.

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**I. PROPOSED MOTION**

ORDER IN THE MATTER OF APPROVING THE SUBMITTAL OF A GRANT TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE ON VIOLENCE AGAINST WOMEN IN THE AMOUNT OF \$350,000 OVER TWO YEARS FOR SUPERVISED VISITATION AND SAFE EXCHANGE OF CHILDREN BY AND BETWEEN PARENTS IN CASES INVOLVING DOMESTIC VIOLENCE; AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN GRANT DOUCMENTS.

**II. ISSUE OR PROBLEM**

A community collaborative in Lane County is developing a grant proposal requesting funds from the U.S. Department of Justice, Office on Violence against Women (OVW). OVW Program Eligibility criteria state that grants under the Safe Havens: Supervised Visitation & Safe Exchange grant program may be awarded to states, Indian tribal governments, and units of local government. The dollar amount exceeds the County Administrator's authority to sign. Therefore, in order to submit this application, the County Administrator must be delegated authority to sign the application and to accept the grant if it is awarded to Lane County

**III. DISCUSSION**

## A. Background

This OVW funding opportunity is intended to support community collaborations to develop supervised visitation and safe exchange between parents in cases involving domestic violence, child abuse, sexual assault, and stalking. Studies have shown that risk of violence may be greater for victims of domestic violence and their children after separation; contact during court-ordered supervised visitation or safe exchange increases that risk. The Oregon Domestic Violence Needs Assessment (1998) reports that 4 of 7 Oregon regions, including Lane County, identified supervised parenting time as one of the "top three services not available but needed" for children who have witnessed domestic violence.

In Lane County, we have a long history of coordinating and cooperating to develop a better system to serve battered women. In 1993, the Lane County Domestic Violence Council (DVC) was formed, involving Womenspace, the District Attorney's Office (DA), hospitals, social service agencies, law enforcement agencies, DA Victims' Services Program (VSP), shelter programs, treatment providers, and courts. The DVC creates opportunities to identify and address issues facing women seeking assistance or justice. For instance, in 1994, the DVC adopted Criminal Justice Guidelines for police, courts, DA, and jail; these guidelines were developed jointly by the DA, Chiefs of local police agencies, Womenspace, VSP, rural social service providers, and community leaders. Also, in 1995, the DVC adopted Civil Justice Guidelines for courts, mediators, and private domestic relations attorneys; these were developed by Womenspace, VSP, Legal Aid, and survivors, to aid in the effective handling of civil legal matters involving domestic violence.

Our coordinated response to domestic violence has been enhanced by two previous federal grants. In 1996, Womenspace was awarded a multi-year grant through the Centers for Disease Control to enable Womenspace, Sexual Assault Support Services, DA, VSP, the Circuit Court, and other community agencies, to partner together to address intimate partner violence through extensive coordination of referral systems and policy decisions. In 2001, the Department of Children and Families (DCF) was selected as one of six sites nationally to receive funding for the "Interagency Initiative on Collaborations to Address Domestic Violence and Child Maltreatment", bringing together the courts, child protective service providers, domestic violence advocacy agencies, and parole & probation to improve the response for families involved with multiple systems.

In operation during the period of July of 2000 through October 2005, Kids First Alternatives Center (formerly called the Supervised Parenting Time Project), grew out of the collaborative efforts of a multi-disciplinary group of Lane County professionals. The DVC's Children & Family Violence Council launched the planning and organizing for this program, and functioned as the advisory committee for Kids First. Regrettably, funding for the service ended in October of

2005. In reviewing this closure, Kids First staff, and the current grant development team, focused on lessons learned regarding sustainability. Evaluation activities required by a previous funder (Edward Byrne Memorial grant funds) show the positive impact of Kids First on both the custodial and visiting parents. The evaluation also indicates, however, that awareness of Kids First services and needs was low among critical community partners. The grant planning team recognizes the lessons learned, and are integrating these into the current grant application. To enhance sustainability of services it will be important for the Consulting Committee to identify and develop stronger coordination with referral sources and developing diverse funding streams, including program fees and private donations.

The partners who have been meeting in these various coordination and collaboration efforts agree on the need for supervised visitation and safe exchange services, as a strategy for reducing domestic violence and child maltreatment. As a result, increasing availability of safe parenting time centers and exchange sites for children and parents at risk of sexual or domestic violence or stalking is listed as a strategy within our community's Comprehensive Plan for Children and Families. The Safe Havens: Supervised Visitation and Safe Exchange Grant Program is an opportunity for our community to address, in a coordinated, collaborative manner, gaps in our response to domestic violence and child maltreatment.

## B. Analysis

A required activity of this grant is the establishment of a Consultation Committee. DCF staff will take the lead in convening and facilitating this group. Membership will include (but is not limited to) representation from domestic violence advocacy, batterer intervention programs, parole and probation, courts, mental health providers, and child welfare.

If funded, DCF will conduct a competitive bid process to select a contractor(s) to provide supervised visitation & safe exchange services. The grant budget will include funding for DCF staff to carry out grant administration duties, including the bid process, preparation & submission of required fiscal and program reports, contract management, and facilitation of the required Consultation Committee. Applicants are required to allocate \$20,000 to support travel costs associated with technical assistance activities organized by OVW. Additional budget items will include funds for local trainers/consultants, meeting support, copying costs, and dues to the Lane County Domestic Violence Council.

At the time of this writing, staff are in the process of completing the grant application and therefore it is not attached to the Board Order. The grant application must be submitted electronically by January 26<sup>th</sup>, 2006. The grant

application will be available for review, in the Board of County Commissioners' Office, by 5pm on Monday, January 23, 2006.

The grant award requested, up to \$350,000 for the period of twenty-four months, exceeds the County Administrator's delegated authority to sign. Therefore, this order requests the Board to delegate authority to the County Administrator to sign the application.

**Administrative Policies and procedures questions for Grant Applications:**

1. What is the match requirement, if any, and how is that to be covered for the duration of the grant?

**This grant does not require a match.**

2. Will the grant require expenditures for Material and Services or capital not fully paid for by the grant?

**No, all expenditures will be fully paid for by the grant.**

3. Will the grant funds be fully expended before county funds need to be spent?

**There are no county funds in the budget for this application.**

4. How will the administrative work of the grant be covered if the grant funds don't cover it?

**All administrative expenses will be covered by grant funds. The Department of Children and Families will be responsible for contract administration and staffing the required Consultation Committee. Other responsibilities of the fiscal agent include facilitating the negotiating and execution of a Memorandum of Understanding to be created by all partners during the grant application process.**

5. Have grant stakeholders been informed of the grant sun-setting policy so there is no misunderstanding when the funding ends? Describe plan for service if funding does not continue.

**The grant development team and community partners agreeing to participate on the required consulting committee understand that the grant period is two years; further, partners understand that this is a competitive, discretionary program and there is no guarantee of continuation funding from OVW. The stakeholders creating the application understand this**

**application must include a plan for sustaining services beyond the life of the federal funding.**

6. What accounting, auditing, and evaluation obligations are imposed by the grant conditions?

**This grant requires semi-annual progress reports and quarterly financial reports; grantees are required to collect certain data to comply with the Government Performance and Results Act of 1993 (GPRA). As the lead department on this grant, DCF will be responsible for assuring this obligation is met; the data collection obligation will be a key requirement in contractual work plans.**

7. How will the department cover the accounting, auditing, and evaluation obligations? How are the costs for these obligations covered, regardless whether they are in the department submitting the grant or a support service department? Does the department acknowledge that the county will need to cover these costs and it is an appropriate cost incurred by support service departments?

**Accounting, auditing, and evaluation costs will be covered by the grant funds. DCF will fulfill auditing/accounting activities. As noted above, GPRA requirements will be included in contractual work plans.**

8. Are there any restrictions against applying the county full cost indirect charge?

**Indirect has been calculated on the direct costs of the grant, rather than just the personnel expense. This will allow the grant to provide for an appropriate level of indirect to cover that assigned by FTE within the department during the grant period, and extra to be placed in a reserve account designated to cover this specific grant's indirect cost expense when it occurs one and two years outside of the grant period. Should the reserve be inadequate, DCF will absorb the excess with other funding that allows for community mobilization and resource development.**

9. Are there unique or unusual conditions that trigger additional county work effort or liability, i.e., maintenance of effort requirements or supplanting prohibitions or indemnity obligations?

**This grant requires a letter of nonsupplanting, signed by the CEO of the applying entity.**

10. Grants involving technology issues require Information Services department

review and approval prior to submission to the Board to ensure compatibility with existing county systems and development tools.

N/A

11. Information Services department sign-off is required for all agenda items requesting funding for new or enhanced computer applications/systems that will interface with existing county systems/infrastructure.

N/A

12. If this is a grant funded computer/software applications project...

N/A

**C. Alternatives/Options**

1. Adopt the Order to authorize the County Administrator to sign the grant application and all related grant award documents.
2. Amend the Order.
3. Do not adopt the Order.

**D. Recommendation**

Option 1: Adopt the Order

**E. Timing**

This grant application is due for electronic submission in Washington, DC, on January 26<sup>th</sup>, 2006, with hard copy sent via overnight delivery postmarked that date. Upon Board approval the grant will be submitted.

**IV. IMPLEMENTATION**

Upon the Board Order being approved and signed, the application will be processed for signature, then electronically submitted and mailed to Washington, DC.

**V. ATTACHMENTS**

Board Order

**THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON**

**ORDER No.** ORDER IN THE MATTER OF APPROVING THE SUBMITTAL OF A GRANT TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE ON VIOLENCE AGAINST WOMEN IN THE AMOUNT OF \$350,000 OVER TWO YEARS FOR SUPERVISED VISITATION AND SAFE EXCHANGE OF CHILDREN BY AND BETWEEN PARENTS IN CASES INVOLVING DOMESTIC VIOLENCE; AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN A GRANT DOCUMENTS.

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**WHEREAS**, the U.S. Department of Justice, Office on Violence against Women is requesting proposals for the Safe Havens: Supervised Visitation and Safe Exchange Grant Program; and

**WHEREAS**, Lane County through the Department of Children and Families is working with agencies, groups, and services supporting victims of domestic violence and their children to develop a competitive proposal; and

**WHEREAS**, supervised visitation and safe exchange services are identified as a prioritized strategy in Lane County's Comprehensive Plan; and

**WHEREAS**, the grant application amount is beyond the Count Administrator's delegated authority, and

**WHEREAS**, if the proposal is approved and funding awarded, the revenue agreement will be beyond the County Administrator's delegated authority;

**NOW THEREFORE IT IS HEREBY ORDERED THAT** the Board of County Commissioners approve the submission of the grant to the U.S. Department of Justice, Office on Violence against Women for the Safe Havens: Supervised Visitation and Safe Exchange Grant Program and delegate the County Administrator to sign the application; and, it is further

**ORDERED** that the Board of County Commissioners delegate authority to the County Administrator to sign a revenue agreement with the U.S. Department of Justice, Office on Violence against Women in the amount of \$350,000 over a period of two years.

APPROVED this \_\_\_\_\_ day of January, 2006

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Bill Dwyer, Chair  
BOARD OF LANE COUNTY COMMISSIONERS

APPROVED AS TO FORM  
Date 1/10/06 lane county  
Heidi Law  
OFFICE OF LEGAL COUNSEL

ORDER IN THE MATTER OF APPROVING THE SUBMITTAL OF A GRANT TO THE U.S. DEPARTMENT OF JUSTICE, OFFICE ON VIOLENCE AGAINST WOMEN IN THE AMOUNT OF \$350,000 OVER TWO YEARS FOR SUPERVISED VISITATION AND SAFE EXCHANGE OF CHILDREN BY AND BETWEEN PARENTS IN CASES INVOLVING DOMESTIC VIOLENCE; AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN A GRANT DOCUMENTS.

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