

# State of Wisconsin

SENATE CHAIR  
**Alberta Darling**

317 East, State Capitol  
P.O. Box 7882  
Madison, WI 53707-7882  
Phone: (608) 266-5830



ASSEMBLY CHAIR  
**John Nygren**

309 East, State Capitol  
P.O. Box 8593  
Madison, WI 53708-8953  
Phone: (608) 266-2343

## Joint Committee on Finance

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Alberta Darling  
Representative John Nygren

Date: April 30, 2015

Re: s. 16.515/16.505(2), Stats. Request

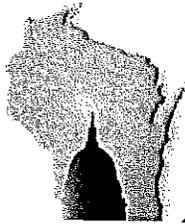
Attached is a copy of a request from the Department of Administration, received April 30, 2015, pursuant to s. 16.515/16.505(2), Stats., on behalf of the Brown County District Attorney's office.

Please review the material and notify **Senator Darling** or **Representative Nygren** no later than **Tuesday, May 19, 2015**, if you have any concerns about the request or if you would like the Committee to meet formally to consider it.

Also, please contact us if you need further information.

Attachments

AD:JN:jm



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

SCOTT WALKER

GOVERNOR

SCOTT A. NEITZEL

SECRETARY

Division of Executive Budget and Finance

Post Office Box 7864

Madison, WI 53707-7864

Voice (608) 266-1736

Fax (608) 267-0372

TTY (608) 267-9629

**Date:** April 30, 2015  
**To:** Philip W. Werner, Director  
State Prosecutors Office  
**From:** Michael Heifetz  
State Budget Director  
**Subject:** s. 16.515/16.505(2) Request(s)

RECEIVED  
APR 30 2015

J. Finance

The Department of Administration has reviewed your department's recent request(s) under s. 16.505/515 and forwarded our recommendation to the Joint Committee on Finance (see attached analysis).

The DOA recommendation will be approved on **May 21, 2015**, unless the Joint Committee on Finance voices an objection to the recommendation and schedules a meeting to discuss the item.

Please contact your assigned state budget analyst if you have any questions on this process.

Enc.



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

SCOTT WALKER  
GOVERNOR  
SCOTT A. NEITZEL  
SECRETARY  
Office of the Secretary  
Post Office Box 7864  
Madison, WI 53707-7864  
Voice (608) 266-1741  
Fax (608) 267-3842

**Date:** April 30, 2015  
**To:** The Honorable Alberta Darling, Co-Chair  
Joint Committee on Finance  
The Honorable John Nygren, Co-Chair  
Joint Committee on Finance  
**From:** Scott A. Neitzel, Secretary  
Department of Administration *SA*  
**Subject:** s. 16.515/16.505(2) Request(s)

Enclosed are request(s) that have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>2013-14</u>		<u>2014-15</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DAs 20.475(1)(h)	Gifts and grants				1.0*

\* Project position ending 09/30/15.

As provided in s. 16.515, the request(s) will be approved on May 21, 2015, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about any of the requests.

Please contact Mary Hamele at 266-1807, or the analyst who reviewed the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments

**Date:** April 23, 2015  
**To:** Michael Heifetz  
**From:** Caitlin Morgan Frederick  
**Subject:** Section 16.505(2) Request

Attached is a s. 16.505(2) request analysis for your approval and processing. Listed below is a summary of each item:

**DOA RECOMMENDATION:**

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>2013-14</u>		<u>2014-15</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DAs 20.475(1)(h)	Gifts and grants				1.0*

\* Project position ending 09/30/2015.

**AGENCY REQUEST:**

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>2013-14</u>		<u>2014-15</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DAs 20.475(1)(h)	Gifts and grants				1.0*

\* Project position ending 09/30/2015.

*MH*  
MH APPROVAL 04-23-15 (FORWARD TO MARY HAMELE)



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER**  
GOVERNOR

**SCOTT A. NEITZEL**  
SECRETARY

Division of Executive Budget and Finance  
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TTY (608) 267-9629

**Date:** April 23, 2015

**To:** Scott A. Neitzel, Secretary  
Department of Administration

**From:** Caitlin Morgan Frederick  
Executive Policy and Budget Manager

**Subject:** Request Under s. 16.505 from the Brown County District Attorney to  
Extend a 1.0 FTE Program Revenue Assistant District Attorney Project  
Position.

**Request:**

The Department of Administration, on behalf of the Brown County District Attorney's Office, requests the extension of a 1.0 FTE program revenue assistant district attorney project position from June 30, 2015, to September 30, 2015.

**Revenue Sources for Appropriation(s):**

The revenue source for the position in the gifts and grants appropriation under s. 20.475(1)(h) is a federal grant from the U.S. Department of Justice's Office on Violence Against Women to the Brown County District Attorney's Office. As the grant is funded from a program revenue continuing, all moneys received appropriation, there is no accompanying request for an increase in expenditure authority. The Brown County District Attorney's Office will reimburse the salary and fringe benefit costs for the assistant district attorney prosecutor position from the grant award.

**Background:**

In July 2013, the Wisconsin Department of Justice's Office of Crime Victim Services awarded Brown County a federal STOP Violence Against Women Grant of \$60,200 to fund the salary and fringe benefits for a violence against women assistant district attorney to specialize in prosecuting domestic violence and sexual assault cases. Initial position authority was granted January 13, 2014, and was effective through June 30, 2014. Subsequent approval to extend the position through June 30, 2015, was granted by the Joint Committee on Finance on July 7, 2014, as the result of an additional award of \$115,998.

Recently, the federal government adjusted its award period to a federal fiscal year award, allowing for the position to be extended through September 30, 2015. The

Department of Justice has reissued the award with an adjusted time frame matching the federal fiscal year, and the Office of State Prosecutors has indicated there is sufficient money to cover the position through that period.

The violence against women assistant district attorney is a component of Brown County's strategy to implement best practices-based domestic violence and sexual assault case prosecution policies, to address the existing backlog of domestic violence and sexual assault cases, and to build relationships with the victims of domestic violence or sexual assault and the community organizations and advocacy groups that provide victim services.

The current grant award includes \$30,198 of in-kind matches (\$20,927 for personnel costs and \$9,271 in employee benefits) for a total grant application of \$115,998. The in-kind match provides administrative support for the violence against women assistant district attorney position, including existing administrative staff time and program support.

**Analysis:**

The Brown County District Attorney's Office annually reviews over 5,500 criminal cases, including over 1,000 referrals for domestic violence and between 150 and 180 referrals for sexual assaults. The STOP Violence Against Women Grant allows an assistant district attorney to specialize in domestic violence and sexual assault cases and build relationships with the victims of domestic violence and sexual assault and the community organizations that provide services to victims. The violence against women assistant district attorney provides vertical prosecution, which means the same prosecutor works the case through the prosecution process for most, if not all, sexual assault and domestic violence cases referred to the office. By following the case from the initial hearing through sentencing, the prosecutor provides the victim or victims with a consistent, specialized, single point of contact throughout the process.

Since January 2014, the violence against women prosecutor has participated in trainings focusing on sexual assault prosecutions, prosecutions involving children and prosecutions of domestic violence cases, including training on trial and case strategy best practices. The assistant district attorney has also participated on various multidisciplinary teams in the community, working to build relationships and support systems for victims of sexual assault and domestic violence, as well as establish the framework for developing sexual assault and domestic violence prosecution policies.

The violence against women assistant district attorney project position will continue to develop and implement specific domestic violence and sexual assault case policies and procedures, create a comprehensive case review process, and work to address the backlog of domestic violence and sexual assault cases. Since the position was first extended to June 30, 2015, the backlog of cases has increased from 360 cases to 650 cases.

Scott A. Neitzel, Secretary  
Page 3  
April 23, 2015

In order to coordinate and support the program, the position will carry a reduced caseload, prosecuting roughly 150 cases annually, which is substantially lower than a typical prosecutor caseload of 400 to 500 cases, but an increase from the original annual caseload of 100 cases per year that was anticipated. The District Attorney has indicated that the office will also continue to address the backlog of cases through the use of contracts and volunteer legal staff, but resources for those purposes are limited, and it is not expected that the backlog will be addressed by the expiration of the position.

The assistant district attorney position furthers the State's policy to fight domestic violence by developing and strengthening effective responses to violence against women and building relationships with collaborative partners in the criminal justice system and the advocacy groups that serve victims in Brown County.

**Recommendation:**

Approve the request.



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER  
GOVERNOR**

**SCOTT A. NEITZEL  
SECRETARY**

Division of Administrative Services  
State Prosecutors Office  
Post Office Box 7869  
Madison, WI 53707-7869  
Voice (608) 267-2700  
Fax (608) 264-9500

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**DATE:** March 24, 2015

**TO:** Michael Heifetz, Administrator  
Division of Executive Budget and Finance

**FROM:** Philip W. Werner, <sup>PWW</sup> Director  
State Prosecutors Office

**SUBJECT:** ***REQUEST UNDER S. 16.505 FOR DEPARTMENT 475: BROWN  
COUNTY DISTRICT ATTORNEY'S OFFICE***

On behalf of the Brown County District Attorney's Office, I am submitting the attached request to extend position authorization of a 1.0 FTE program revenue project position in Department 475, District Attorneys.

Thank you for your attention to this matter.

Attachment

**DEPARTMENT OF ADMINISTRATION REQUEST UNDER S. 16.505 FOR  
POSITION AUTHORIZATION**

**I. REQUEST**

The Department of Administration requests, under s.16.505, the extension of a 1.0 FTE Program Revenue (PR) assistant district attorney (ADA) project position from June 30, 2015, to September 30, 2015. The position is in the Brown County District Attorney's (DA's) Office and will be funded via appropriation s.20.475(1)(h).

**II. BACKGROUND**

Funding for the Brown County STOP Violence Against Women Act (VAWA) prosecutor has been provided by the U.S. Department of Justice Office on Violence Against Women (OVW), and authorized by the Wisconsin Department of Justice (DOJ) Office of Crime Victim Services (OCVS). The initial grant provided funding of \$60,200 for the salary and fringe benefits of 1.0 FTE ADA from January 13, 2014, through June 30, 2014, and the Joint Committee on Finance granted position authorization for that timeframe. The Brown County DA's office subsequently was awarded funding of \$115,998 by the Wisconsin DOJ for the STOP VAWA Specialized Prosecution Grant through June 30, 2015, and the Joint Committee on Finance extended position authority through that date. The federal government recently changed its award period from a July-to-June fiscal year to the federal fiscal year of October-to-September. Consequently, the Wisconsin DOJ re-issued the \$115,998 award for the timeframe of October 1, 2014, to September 30, 2015. As a result, DOA is seeking Joint Committee on Finance approval to extend position authority through September 30, 2015.

Annually, the Brown County DA's Office reviews over 5,500 criminal cases, including over one thousand referrals for domestic violence and between 150-180 referrals for sexual assaults. This caseload volume presents an extraordinary challenge for primarily six prosecutors who also prosecute significant numbers of other violent crimes and property crimes.

The DA's Office realizes that best practices call for a timely and in-depth victim consultation upon receipt of each referral, prior to a charging decision, or a decision not to prosecute. Ongoing contact with victims is needed, as is a victim-centered prosecution.

The STOP VAWA prosecutor will continue to develop and implement specific domestic violence/sexual assault case policies and procedures, and create a comprehensive case review process; develop a plan to reduce the backlog of these

sensitive crimes; and, provide consistent and valuable liaisons with collaborative partners in the criminal justice system and the advocacy groups that serve victims.

### **III. ANALYSIS**

This position is in furtherance of the State's policy to fight domestic violence by developing and strengthening effective responses to violence against women. The grant encourages collaboration between the primary players in the criminal justice system (prosecutors, law enforcement, and corrections) and the advocacy groups that serve victims in Brown County. The grant also is intended to encourage ongoing contact between the prosecutor and the victim. Victim safety and offender accountability are important aspects of the grant.

### **IV. FISCAL ANALYSIS**

The Brown County DA's office has been awarded an OVV/Wisconsin DOJ grant of \$115,998 for a 1.0 FTE STOP/VAWA prosecutor position. The program revenue appropriation, s.20.475(1)(h), is continuing and will be re-estimated based on actual experience.

### **V. REVENUE SOURCE FOR APPROPRIATION**

The source of the grant funds is a U.S. Department of Justice VAWA grant that has been authorized for a STOP/VAWA prosecutor. The Brown County DA's office will reimburse the salary and fringe benefit costs for the State-paid ADA in the Department of District Attorneys.

### **VI. SPECIAL INFORMATION**

The co-chairs of the Joint Committee on Finance, in a letter to the Department of Administration Secretary dated June 12, 1996, set forth four additional items of information that should be included in a s.16.505 request for additional positions in the DA program.

- a. *An explanation of the effect of the position on weighted caseload for the requesting counties (the LAB methodology is suggested).*

Table 1 indicates the results of the LAB methodology using the modifications recommended by the Wisconsin District Attorneys Association and highlights the impact of the continuing position requested on the DA's Office. The table uses the most current court data available (2011-2013) and the positions authorized as of February 13, 2015. It is important to note that the position need shown in the LAB methodology is a general need corresponding to all duties of a DA Office, and is not specific to a particular type of activity or

caseload such as that covered by this grant. As this position existed at the time of the February 13, 2015, caseload study, no change in the needs analysis is shown if position authority is granted for this position.

- b. *An assessment of similar caseload problems in counties not addressed by the request.*

Data with which to make this assessment are not available.

- c. *An explanation of why the request has greater priority than similar needs existing in other counties.*

Other counties had the opportunity to apply for the funds to the extent permitted by law.

- d. *If the request is intended to address a specific type of caseload, an explanation of why this type of caseload has a greater priority than other types.*

This grant, funded by the U.S. Department of Justice OVW, and authorized by the OCVS, is intended for the Brown County DA's Office to develop and strengthen effective responses to violence against women.

**Table 1: DA Office Caseload Analysis, February 13, 2015**

DA Office	2/13/15 Total FTE Positions *	FTE needed before positions approved	FTE needed after positions approved	DA Office	2/13/15 Total FTE Positions *	FTE needed before positions approved	FTE needed after positions approved
Adams	1.20	1.34	1.34	Marathon	11.00	3.27	3.27
Ashland	2.00	0.30	0.30	Marinette	2.60	0.40	0.40
Barron	3.00	2.67	2.67	Marquette	1.00	0.52	0.52
Bayfield	1.00	0.92	0.92	Milwaukee	120.50	-17.87	-17.87
Brown	13.00	11.62	11.62	Monroe	3.00	3.39	3.39
Buffalo	1.00	0.61	0.61	Oconto	2.00	0.93	0.93
Burnett	1.25	1.55	1.55	Oneida	2.50	1.66	1.66
Calumet	2.00	0.96	0.96	Outagamie	10.00	7.02	7.02
Chippewa	5.00	1.66	1.66	Ozaukee	3.00	1.53	1.53
Clark	2.00	0.37	0.37	Pepin	0.80	-0.26	-0.26
Columbia	4.75	3.01	3.01	Pierce	2.50	0.56	0.56
Crawford	1.00	-0.28	-0.28	Polk	3.00	2.48	2.48
Dane	27.85	6.45	6.45	Portage	4.00	3.90	3.90
Dodge	4.00	1.80	1.80	Price	1.00	0.10	0.10
Door	2.00	0.60	0.60	Racine	18.00	9.96	9.96
Douglas	3.50	2.24	2.24	Richland	1.80	-0.13	-0.13
Dunn	3.00	2.76	2.76	Rock	14.00	2.99	2.99
Eau Claire	8.00	4.75	4.75	Rusk	1.50	0.31	0.31
Florence	0.50	4.05	4.05	Saint Croix	6.00	0.71	0.71
Fond du Lac	8.00	3.30	3.30	Sauk	5.00	2.23	2.23
Forest	1.00	1.50	1.50	Sawyer	2.00	1.14	1.14
Grant	2.00	2.17	2.17	Shaw/Men	3.00	2.03	2.03
Green	2.00	0.87	0.87	Sheboygan	7.50	3.71	3.71
Green Lake	1.50	0.47	0.47	Taylor	1.00	0.45	0.45
Iowa	1.75	0.91	0.91	Trempealeau	2.00	0.07	0.07
Iron	1.00	-0.25	-0.25	Vernon	2.00	-0.04	-0.04
Jackson	2.00	1.74	1.74	Vilas	2.00	0.96	0.96
Jefferson	5.30	1.79	1.79	Walworth	5.00	3.10	3.10
Juneau	2.50	0.55	0.55	Washburn	1.25	0.73	0.73
Kenosha	16.00	6.05	6.05	Washington	5.00	3.86	3.86
Kewaunee	1.50	-0.13	-0.13	Waukesha	15.50	7.76	7.76
La Crosse	8.00	4.75	4.75	Waupaca	3.50	1.14	1.14
Lafayette	1.00	0.28	0.28	Waushara	2.00	1.13	1.13
Langlade	1.50	2.07	2.07	Winnebago	10.00	6.41	6.41
Lincoln	2.00	1.17	1.17	Wood	4.00	5.57	5.57
Manitowoc	5.00	2.41	2.41				

March 24, 2015  
Brown County – STOP Violence Against Women Act  
s.16.505 Request  
Page 5

\*Modifications:

- 1) The 0.5 GPR FTE in Washburn (0.25 FTE) that also serves Burnett (0.25 FTE) is divided by the FTE shown in parentheses.
- 2) In Milwaukee, the total FTE used is 120.50 rather than 121.50 due to the following factor:
  - a) the 1.0 FTE DNA position serves the entire state; so, showing it as a Milwaukee position distorts the data.
- 3) In Brown the total FTE used is 13.00 rather than 14.00 due to the following factor:
  - a) the 1.0 ADA FTE sex predator position in Brown is excluded because it also serves approximately 20 other DA offices.
- 4) The weighted time estimate for CHIPS cases was changed from 2.61 hours to 6.0 hours effective in the 2004-06 study, based on a 7/04 WDAA Executive Board recommendation.
- 5) CHIPS extensions include permanency plan review petitions filed under s. 48.365 beginning with data for 2006.
- 6) Immunization cases filed by DA Offices under s. 48.13(13) are included with CHIPS cases beginning with data for 2006.
- 7) WDAA Executive Board authorized the following changes to the weighted time estimates beginning with the 2007-09 caseload study:
  - a) Increase the "reviewing case referrals that are not prosecuted" from 35 to 100 hours per year, thereby reducing hours available per prosecutor to handle individual cases to 1162 per year.
  - b) Weighted time estimate for Class A and First Degree Reckless homicides changed from 100 hours each to 160 hours each.
  - c) Weighted time estimate for "All other Homicides" changed from 50 to 80 hours each.
  - d) The weighted time estimate for misdemeanors changed from 2.17 hours each to 2.91 hours each.
  - e) The weighted time estimate for criminal traffic changed from 1.68 hours each to 2.91 hours each.
  - f) Weighted time estimate for juvenile delinquency changed from 3.32 hours each to 3.44 hours each.

Werner, Phil W - DOA

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**From:** Lasee, David <David.Lasee@da.wi.gov>  
**Sent:** Monday, March 23, 2015 10:33 AM  
**To:** Pansier, Kim; Werner, Phil W - DOA  
**Subject:** RE: VAWA STOP Position Authority

Phil,

My understanding is that the funding is sufficient to cover the time period outlined in the grant – meaning that there are sufficient funds to support the position until 9/30/15.

Thanks,  
Dave

David L. Lasee  
District Attorney  
Brown County District Attorney's Office  
300 East Walnut Street  
Green Bay, WI 54301  
(920)448-4190 (telephone)  
(920)448-6203 (fax)  
[david.lasee@da.wi.gov](mailto:david.lasee@da.wi.gov)

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**From:** Pansier, Kim  
**Sent:** Monday, March 23, 2015 9:35 AM  
**To:** Werner, Phil W - DOA; Lasee, David  
**Subject:** RE: VAWA STOP Position Authority

Good morning Phil,

I have attached a copy of the VAWA Grant Award for your review. Please advise if you need anything else.

Thanks,

*Kim Pansier*  
*Office Manager*  
*Brown County District Attorney Office*  
*300 E. Walnut Street*  
*Green Bay, WI 54301*  
*(920) 448-4190*

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**From:** Werner, Phil W - DOA  
**Sent:** Friday, March 20, 2015 1:55 PM  
**To:** Lasee, David  
**Cc:** Pansier, Kim  
**Subject:** RE: VAWA STOP Position Authority

Dave: Yes, that will be great if Kim can send the updated grant award. Did you get any additional funding from July1 to September 30?

Thanks. Phil.

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**From:** Lasee, David [<mailto:David.Lasee@da.wi.gov>]  
**Sent:** Friday, March 20, 2015 12:00 PM  
**To:** Werner, Phil W - DOA  
**Cc:** Pansier, Kim  
**Subject:** RE: VAWA STOP Position Authority

Phil,

At the very least we will need position authority until the end of the federal fiscal year because our current grant has been placed on the federal cycle and ends September 30, 2015. I'm not sure whether we are likely to received fund again next year, but I will try to find out. Frankly, I'm not sure that the State even intends to utilize these grant funds to fund prosecutors in individual offices, at least that is the rumbling I have heard.

If Kim sends you the updated grant award that indicated the new dates of the award would that be sufficient to justify the extension of the position authority? I sure she could do that fairly easily.

Thanks,  
Dave

David L. Lasee  
District Attorney  
Brown County District Attorney's Office  
300 East Walnut Street  
Green Bay, WI 54301  
(920)448-4190 (telephone)  
(920)448-6203 (fax)  
[david.lasee@da.wi.gov](mailto:david.lasee@da.wi.gov)

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**From:** Werner, Phil W - DOA  
**Sent:** Thursday, March 19, 2015 8:03 AM  
**To:** Lasee, David  
**Subject:** VAWA STOP Position Authority

Hi Dave: Position authority for the VAWA STOP grant in your office ends June 30, 2015. Do you know if DOJ plans to grant additional funding for the position? If so, I will need to submit a request to Joint Finance for an extension of position authority. Could you please send an e-mail to me asking that I seek an extension of position authority for the position? Also, please include any supporting information/documentation from DOJ regarding additional funding and timeframe that they will provide.

Thanks. Phil:

Phillip W. Werner  
Director, State Prosecutors Office  
WI Department of Administration  
101 E. Wilson St., 9th Floor  
P.O. Box 7869  
Madison, WI 53707  
Phone: (608) 267-2700  
Fax: (608) 264-9500

**BROWN COUNTY CONTRACT ROUTING FORM**  
**for NON Standard Contract Template ONLY**  
*(Note: Grey shaded areas **MUST** be filled in manually)*

Date: December 19, 2014 Contract Effective Date: 10/1/14 to 9/30/15  
 Initiator: DA David Lasee Department: District Attorney Ext: 6314

**Brief Description of Contract:**  
 The Wisconsin Department of Justice, Office of Crime Victim Services has approved a grant award to Brown County. The funds are from DOJ's STOP Violence Against Women Act Program. This grant supports the Brown County's VAWA Prosecution Team Program.

**Contract Type:** (For a definition of each, Click on text. To check box, hover cursor over box and double-click)

- Irrevocable Financing     Revocable Financing  
 Insurance     Purchasing     Employment-Related     Real Estate  
 Revenue     Intergovernmental     Collaborative     Miscellaneous/Other

	Name of Responsible Party <small>(fill in based on contract type)</small>	Signature <small>(of Responsible Party)</small>	Date Signed
Development..... <small>(if multiple developers)....</small> <small>(if multiple developers)....</small>	David L. Lasee, District Attorney		12/22/14
Review ..... <small>(if multiple reviewers).....</small> <small>(if multiple reviewers).....</small>	Barb West, Risk Manager Juliana Ruenzel, Corporation Counsel		12/30/14
Approval: <input checked="" type="checkbox"/> Non-Cty Board..... <small>(if multiple approvers) .....</small> <small>(if multiple approvers) .....</small>	Troy Streckenbach, County Executive		12/30/14
<input type="checkbox"/> County Board			

Required Committee	Next Meeting Date	Agenda Due Date	Placed on Agenda
Required Committee	Next Meeting Date	Agenda Due Date	Placed on Agenda

Approved through full County Board and resolution signed by County Executive: \_\_\_\_\_  
 Date \_\_\_\_\_

Signature .....  
(if multiple signers) .....  
(if multiple signers) .....

(must sign actual contract)  
(must sign actual contract)  
(must sign actual contract)

Signed original (or copy indicating where original is filed) to County Clerk



STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

J.B. VAN HOLLEN  
ATTORNEY GENERAL

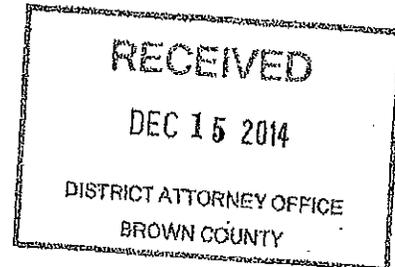
Kevin M. St. John  
Deputy Attorney General

17 West Main Street  
P.O. Box 7857  
Madison, WI 53707-7857  
608/266-1221  
TTY 1-800-947-3529

December 5, 2014.

Mr. David Lasee  
District Attorney  
Brown County District Attorney's Office  
300 East Walnut Street  
Green Bay, WI 54301-5008

RE: STOP VAWA/Brown County VAWA Prosecution Team  
DOJ Grant Number: 14-VA-02B-10782



Dear District Attorney Lasee:

The Wisconsin Department of Justice, Office of Crime Victim Services (OCVS) has approved a grant award to Brown County in the amount of \$115,998 which includes your local match. These funds are from DOJ's STOP Violence Against Women Act Program available through the U.S. Department of Justice. This grant supports Brown County's VAWA Prosecution Team Program.

To accept this award, have the authorized official sign the *Signatory Page, Certified Assurances and Lobbying and Debarment Forms* in addition to initialing the bottom right corner of Attachment A and B, if enclosed. The Project Director should sign the Acknowledgement Notice. One of the two award packets enclosed should be returned to DOJ within 30 days. The other should be maintained for your records. Funds cannot be released until all signed documents are received.

As project director, you will be responsible for all reporting requirements outlined in the grant award and seeing that funds are administered according to the approved application materials and certifications. Please refer to the FAQ sheet enclosed for contact information and grant guidelines. We look forward to a collaborative working relationship with you.

Sincerely,

J.B. VAN HOLLEN  
Attorney General

JBV:kc  
Enclosures  
cc: Troy Streckenbach



STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

J.B. VAN HOLLEN  
ATTORNEY GENERAL

Kevin M. St. John  
Deputy Attorney General

17 W. Main Street  
P.O. Box 7857  
Madison, WI 53707-7857  
www.doj.state.wi.us

STOP VIOLENCE AGAINST WOMEN ACT GRANT AWARD  
Brown County VAWA Prosecution Team  
14-VA-02B-10782

The Wisconsin Department of Justice (DOJ), hereby awards to **Brown County**, (hereinafter referred to as the Grantee), the amount of \$115,998 for programs or projects pursuant to the federal Violent Crime Control and Law Enforcement Act of 1994.

This grant may be used until **September 30, 2015** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

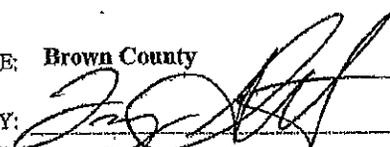
The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Wisconsin Department of Justice. The submitted application is hereby incorporated as reference into this award.

*This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to the Wisconsin Department of Justice.*

BY:   
J.B. VAN HOLLEN  
Attorney General  
Wisconsin Department of Justice

12/5/2014  
Date

The (Grantee), **Brown County**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **Brown County**  
BY:   
NAME: **Troy Streckenbach**  
TITLE: **County Executive**

12/30/14  
Date

**WISCONSIN DEPARTMENT OF JUSTICE  
ATTACHMENT A**

Grantee: Brown County

Project Title: Brown County VAWA Prosecution Team CFDA #16.588

Grant Period: From October 1, 2014 To September 30, 2015

Grant Number: 14-VA-02B-10782 Program Area: 02B

**APPROVED STOP VIOLENCE AGAINST WOMEN BUDGET**

		<u>Federal &amp; Match</u>
Personnel		_____ \$72,627
Employee Benefits		_____ \$40,871
Travel (Including Training)		_____ \$2,500
Equipment		_____
Supplies & Operating Expenses		_____
Consultants		_____
Other		_____
<b>FEDERAL TOTAL</b>	<b>_____</b>	<b>\$85,800</b>
<b>LOCAL CASH MATCH</b>	_____	
<b>LOCAL IN-KIND MATCH</b>	<b>_____</b>	<b>\$30,198</b>
<b>TOTAL APPROVED BUDGET</b>	<b>_____</b>	<b>\$115,998</b>

*See your E-grants Application for details*

FUNDING SOURCE			PERCENTAGE DISTRIBUTION		
Federal Share		_____	Law Enforcement	_____	%
Local Share	Cash	_____	Prosecution	100	%
	In-Kind	_____	Victim Services	_____	%
		_____	Judicial	_____	%
<b>Total Approved Funding Source</b>		<b>_____</b>	<b>Total</b>	<b>100</b>	<b>%</b>
		<b>\$115,998</b>			

Award General Conditions

1. The 1994 Violence Against Women Act requires a 25% cash or in-kind match. Recipient agencies may contribute more than the 25% match if they so choose.
2. Grantees may not reduce or eliminate current appropriation level of the local matching funds during the grant period.
3. Budget changes in excess of 10% of the approved line item amount and any increases for personnel compensation not included in the approved budget require approval from DOJ. All changes to the contractual category require prior DOJ approval.
4. To be allowable under a grant program, costs must be paid or obligated for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date.
5. Subgrantees acknowledge that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of its Certified Assurances and may result in the suspension of the grant.
6. Grant funds will be disbursed on a reimbursement basis either monthly or quarterly upon submission of a G-2.

**WISCONSIN DEPARTMENT OF JUSTICE  
SPECIAL CONDITIONS  
Attachment B**

Brown County  
Brown County VAWA Prosecution Team  
14-VA-02B-10782

**Special Conditions requiring a specific response:**

- All signed contracts and associated budgets pertaining to this grant must be forwarded to DOJ within 20 days of accepting the grant award. Funds will not be released until these are received.
- Non-Profit agencies must submit proof of non-profit status to OCVS before funds can be released.
- All positions funded partially or completely from this award must attend a training on crime victim compensation every three years. Contact OCVS for training dates and locations.

**Brown County agrees by acceptance of this grant award that:**

- If the grant award budget contains wages, the grantee's records must be maintained in a form that, at any time, an auditor or DOJ representative would be able to identify the use of the Federal and Matching funds. These records should include information such as employee name, rate of pay; hours worked and amount of time dedicated to the grant project.
- The agency accounting system and financial records will accurately account for funds awarded to them. Accounting systems must ensure that federal award funds are not commingled with funds from other sources. Funds specifically budgeted or received for one project may not be used to support another (including provided match).
- All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, shall be conducted in a manner so as to provide maximum open and free competition.
- All sole source procurement requests shall be submitted to DOJ for review and approval.
- Reimbursement for travel will be limited to a maximum 51¢ per mile, \$70.00/night for lodging and \$38.00/day for meals. (\$8 breakfast, \$10 Lunch and \$20 Dinner)
- Reimbursement payments will be held for late progress reports.
- All funds designated as match are restricted to the same uses as the Violence Against Women Program funds and must be expended within the grant period. The agency must ensure that match is identified in a manner that guarantees its accountability during an audit.
- Any civil legal assistance provided with VAWA funds must be limited to situations that bear directly and substantially upon criminal justice matters or are inextricably intertwined with criminal justice matters. Support for obtaining legal separations and divorce is not allowed. Legal assistance to victims in obtaining civil protection orders is allowed when consistent with the approved project implementation.



- Technical Assistance (TA) and training provided with these funds must focus on local or regional specific issues and tasks intended to assist individuals and organizations in addressing local problems and needs. Assistance may include any training or other TA directed towards improving services to underserved populations. **These funds are not to be used for broad knowledge and skill training of general audiences.**
- VAWA funds may not be used for fund raising activities.
- Fees for independent consultants may not exceed the federal rate of \$650.00 per eight-hour day, or \$81.25 per hour, unless **prior approval** is received from DOJ. Consultants, whether independent or employed by a commercial or nonprofit organization, who are contracted through a competitive bidding process are not subject to the maximum consultant rate threshold.
- All program income generated as a direct result of this award shall be deemed program income and reported quarterly to DOJ on the Program Income/Expenditure Report form. Program income must be used for the purposes and under the conditions applicable to the award and must be expended during the grant period. Program income includes, but is not limited to, collection of registration fees, tuition fees, interest earned and royalties.
- Subgrantees should refer to the DOJ Administrative Guide found at <http://www.doj.state.wi.us/>, scroll to the bottom of the website, under Resources, (in blue) and click on Grants. The U.S. Department of Justice financial guide found at <http://www.ojp.usdoj.gov/financialguide>. Subgrantees must comply with all provisions found in these documents.

TS

**STOP VIOLENCE AGAINST WOMEN PROGRAM  
ACKNOWLEDGEMENT NOTICE**

Grantee: Brown County Date November 2014  
Grant No. 14-VA-02B-10782  
Project Title: Brown County VAWA Prosecution Team

The following reporting requirements apply to your grant award.

- PROGRESS REPORTS** must be submitted on a scheduled basis and should be completed in Egrants: <http://www.doj.state.wi.us/>, scroll to the bottom of the website, under Resources, (in blue) and click on Grants. Narrative reports on the status of your project are due to DOJ on:

<u>1/12/2015</u>	<u>4/12/2015</u>	<u>7/12/2015</u>	<u>10/30/2015 Final</u>
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NOTE: Reports due 04/12 includes January, February and March program activity.  
Reports due 07/12 includes April, May and June program activity.  
Reports due 10/12 includes July, August and September program activity.  
Reports due 01/12 includes October, November and December program activity.

- FINANCIAL REPORTS** serve two functions: to report fiscal status and to request funds. The Financial Report (G2) form can be found on the DOJ website: <http://www.doj.state.wi.us/>, scroll to the bottom of the website, under Resources, (in blue) and click on Grants. Reports may be submitted monthly but, at a minimum, are due to DOJ on:

<u>1/12/2015</u>	<u>4/12/2015</u>	<u>7/12/2015</u>	<u>10/30/2015 Final</u>
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NOTE: Reports due 04/12 includes January, February and March program activity.  
Reports due 07/12 includes April, May and June program activity.  
Reports due 10/12 includes July, August and September program activity.  
Reports due 01/12 includes October, November and December program activity.

- ANNUAL SUB-GRANTEE REPORT** due date to follow.

Complete and return a W-9 Taxpayer Identification Number Verification Form, enclosed.

OTHER: \_\_\_\_\_

**ACKNOWLEDGEMENT**

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions which were previously provided in the Instructions for Filing and Application. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

12/18/14 Date David Lasco Project Director

**CERTIFIED ASSURANCES**  
**STOP Violence Against Women**  
Updated as of 10-30-14

**Federal Assurances:**

**STANDARD ASSURANCES**

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (Intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (Identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity:
  - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
  - b. it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in-whole or in part by federal assistance.

**Federal Award Conditions**

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office on Violence Against Women (OVW) Financial Grants Management Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a

violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.

3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of DOJ grant funds) are not satisfactorily and promptly addressed as further described in the current edition of the OVW Financial Grants Management Guide.

4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government without the express prior written approval of OVW, in order to avoid violation of 18 USC § 1913. The recipient 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 42 USC 13925(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General  
U.S. Department of Justice  
Investigations Division  
950 Pennsylvania Avenue, N.W.  
Room 4706  
Washington, DC 20530

e-mail: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov)

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at [www.usdoj.gov/oig](http://www.usdoj.gov/oig).

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OVW.

7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.

8. The recipient agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OVW). The recipient also agrees to comply with applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office on Violence Against Women web site at <http://www.ovw.usdoj.gov/docs/sam-award-term.pdf> (Award condition: Registration with the System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

9. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies

banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

10. 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 <http://www.ovw.usdoj.gov/grantees.html>.

11. The recipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.

12. The recipient understands and agrees that - (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

13. The Violence Against Women Reauthorization Act of 2013 added a new civil rights provision that applies to all OVW grants issued in FY 2014 or after. This provision prohibits OVW grantees 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 grantee acknowledges that it will comply with this provision.

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

15. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (which is defined to include meetings, retreats, seminars, symposiums, trainings, and other events), including the provision of food and/ or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at <http://www.ovw.usdoj.gov/grantees.html>.

16. The grantee 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 Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C 3711 et seq., 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, and OVW's Implementing regulations at 28 CFR Part 90.

17. The grantee must be in compliance with specifications outlined in the solicitation under which the approved application was submitted. The program solicitation is hereby incorporated by reference into this award.

18. 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.

19. The recipient understands and agrees that grant funds may be frozen if the recipient does not respond in a timely fashion to requests to address Office of the Inspector General audit findings and financial or programmatic monitoring findings.

20. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OVW grant funds, without prior written approval from OVW.

21. 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 CFR Part 18, as applicable mutatis mutandis.

22. The grantee agrees that if they receive any funding that is duplicative of funding received under this grant, they will notify their OVW grant manager as soon as possible so that a Grant Adjustment Notice (GAN) can be issued modifying

the budget and project activities to eliminate the duplication. Further, the grantee agrees and understands that any duplicative funding that cannot be re-programmed to support non-duplicative activities within the program's statutory scope will be deobligated from this award and returned to OVW.

23. The grantee agrees to comply with the provisions of 42 U.S.C. 13925(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 grantee also agrees to ensure that any subgrantees meet these requirements.

24. The recipient agrees to provide OVW with specific information regarding subgrants made under this program. The recipient agrees to submit an annual report that includes (a) an assessment of whether stated goals and objectives were achieved; (b) information on the effectiveness of the activities carried out with the amounts made available to carry out the program, including number of persons served and the numbers of persons seeking services who could not be served; (c) information on each subgrant awarded; and (d) such other information as the Attorney General may prescribe. (Grantees are required to submit the Annual Progress Report for STOP Violence Against Women Formula Grant Program form (which is to be completed by subgrantees).

25. Under the Government Performance and Results Act (GPRA), VAWA 2000 and subsequent legislation, grantees and subgrantees are required to collect and maintain data that measure the effectiveness of their grant-funded activities. Accordingly, the grantee agrees to submit annual electronic progress reports on program activities and program effectiveness measures and to require submission of reports by subgrantees. Grantees and subgrantees are required to collect the information that is included on the Measuring Effectiveness Progress Reports for the OVW Program under which this award is funded.

26. A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 30 days after the end of the award. The Final Progress Report should be submitted to the OCVS through the Egrants System with the Report Type indicated as "Final".

27. The recipient agrees that it will submit quarterly financial status reports to OCVS on-line in Egrants using the G-2 Financial Report form not later than 12 days after the end of each calendar quarter. The final report shall be submitted not later than 30 days following the end of the award period.

28. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day or \$81.25 per hour. A detailed justification must be submitted to and approved by the Office on Violence Against Women prior to obligation or expenditure of such funds. Although prior approval is not required for consultant rates below these specified amounts, grantees are required to maintain documentation to support all daily or hourly rates.

29. The recipient agrees to submit one copy of all required reports and any other written materials or products that are funded under the project to OVW not less than twenty (20) days prior to public release. If the written material is found to be outside the scope of the program, or in some way to compromise victim safety, it will need to be revised to address these concerns or the grantee will not be allowed to use project funds to support the further development or distribution of the materials.

30. All materials and publications (written, visual, or sound) resulting from award activities shall contain the following statements: "This project was supported by Grant No. 2014-WF-AX-0044 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 Department of Justice, Office on Violence Against Women."

31. All materials and publications (written, visual, or sound) resulting from subgrant award activities shall contain the following statements: "This project was supported by subgrant No. Violence Against Women Act--10782 awarded by the state administering office for the STOP Formula Grant Program. 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 state or the U.S. Department of Justice, Office on Violence Against Women."

32. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations

participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

33. The grantee agrees that grant funds will not support activities that compromise victim safety and recovery, 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; pre-trial diversion programs not approved by OVW or the placement of offenders in such programs; mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims, penalizing victims who refuse to testify, or promoting procedures that would require victims to seek legal sanctions against their abusers (e.g., seek a protection order, file formal complaint); the placement of perpetrators in anger management programs; or any other activities outlined in the solicitation under which the approved application was submitted.

34. Pursuant to 28 CFR §66.34, the Office on Violence Against Women reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, in whole or in part (including in the creation of derivative works), for Federal Government purposes:

(a) any work that is subject to copyright and was developed under this award, subaward, contract or subcontract pursuant to this award; and

(b) any work that is subject to copyright for which ownership was purchased by a recipient, subrecipient or a contractor with support under this award.

In addition, the recipient (or subrecipient, contractor or subcontractor) must obtain advance written approval from the Office on Violence Against Women 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.

35. The recipient agrees to comply with applicable requirements to report first-tier subawards 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 OCVS if required. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office on Violence Against Women web site at: <http://www.ovw.usdoj.gov/docs/ffata-award-term.pdf> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or nonprofit organization that he or she may own and/or operate in his or her name).

36. The grantee agrees that the legal assistance eligibility requirements, as set forth below, are a continuing obligation on the part of the grantee. The legal assistance eligibility requirements are: (1) any person providing legal assistance through a program funded under this Grant Program (A) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population; or (B) (i) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A); and (ii) has completed or will complete training in connection with domestic violence, stalking or sexual assault and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide; (2) any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a State, local, territorial, or tribal domestic violence, dating violence, sexual assault or stalking victim service provider or coalition, as well as appropriate State, local, territorial and tribal law enforcement officials; (3) any person or organization providing legal assistance through this Program has informed and will continue to inform State, local, territorial or tribal domestic violence, dating violence, stalking or sexual assault programs and coalitions, as well as appropriate State and local law enforcement officials of their work; and (4) the grantee's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, dating violence, domestic violence, stalking or child sexual abuse is an issue.

37. The state agrees that victim service providers will not be required to provide match. The state will verify that victim service providers that are nonprofit organizations will be organizations that are described in section 501(c)(3) of the Internal Revenue Code of 1986 and are exempt from taxation under section 501(a) of that Code.

38. The recipient agrees that no amount of the 10% administrative funding of this grant will be used for dues or

membership fees to an organization conducting any type of lobbying, including advocating with government agencies for policy change.

39. The recipient understands and agrees that compliance with the statutory certification requirements is an ongoing responsibility during the award period and that, at a minimum, a hold may be placed on recipient's funds for noncompliance with any of the requirements of 42 U.S.C. 3796gg-4 (regarding rape exam payments), 42 U.S.C. 3796gg-4(e) (regarding judicial notification), 42 U.S.C. 3706gg-5 (regarding certain fees and costs), and 42 U.S.C. 3796gg-8 (regarding polygraphing of sexual assault victims). Non-compliance with any of the foregoing may also result in termination or suspension of the grant or other remedial measures, in accordance with applicable laws and regulations.

40. The grantee agrees to attend and participate in OVW-sponsored technical assistance. Technical assistance includes, but is not limited to, national and regional conferences, audio conferences, peer-to-peer consultations, and workshops conducted by OVW-designated technical assistance providers. The recipient's participation is critical for effective administration of the STOP Formula Grant program and to ensure adherence to statutory provisions.

41. The recipient agrees in making subgrants under this award to give priority to areas of varying geographic size with the greatest demonstration of need; to take into consideration the population of the geographic area to be served; to distribute monies equitably on a geographic basis, including nonurban and rural areas of various geographic sizes; and to identify and address the needs of underserved populations.

42. The grantee agrees that grant funds will not be used to support the purchase of standard issued law enforcement items, such as, uniforms, safety vests, shields, weapons, bullets, and armory or to support chemical dependency or alcohol abuse programs that are not an integral part of a court-mandated batterer intervention program.

43. The recipient understands and agrees that it has a responsibility to monitor its subrecipients' compliance with applicable federal civil rights laws. The recipient agrees to submit written Methods of Administration (MOA) for ensuring subrecipients' compliance to the Office of Justice Program's Office for Civil Rights at [CivilRightsMOA@usdoj.gov](mailto:CivilRightsMOA@usdoj.gov) within 90 days of receiving the grant award, and to make supporting documentation available for review upon request by the Office of Justice Program's Office for Civil Rights or any other authorized persons. The required elements of the MOA are set forth at [http://www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm), under the heading, "Civil Rights Compliance Specific to State Administering Agencies."

44. The grantee understands that "culturally specific" means "primarily directed toward racial and ethnic minority groups," which are defined by 42 USC 300u-8(g) as "American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics." Further, the grantee agrees to recognize and meaningfully respond to the needs of underserved populations and ensure that monies set aside to fund linguistically and culturally specific services and activities for underserved populations are distributed equitably among those populations.

45. The grantee agrees that no more than 5 percent of the state's award may be used to conduct public awareness or community education campaigns or related activities to broadly address domestic violence, dating violence, sexual assault or stalking. Grant funds may be used without limit to support, inform, and outreach to victims about available services.

#### **Civil Rights/Nondiscrimination Provisions:**

1. Recipient will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); 28 C.F.R. pt. 31 (U.S. Department of Justice Regulations --OJJDP Grant Programs); 28 C.F.R. pt. 42 (U.S. Department of Justice Regulations -- Nondiscrimination; Equal Employment Opportunity; Policies and Procedures); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations); and 28 C.F.R. pt. 38 (U.S. Department of Justice Regulations -- Equal Treatment for Faith-Based Organizations).

2. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, or sex against a recipient of funds, the recipient will forward a copy of the findings to the Wisconsin Department of Justice (DOJ).

3. Recipient will provide an Equal Employment Opportunity Plan (EEO) to the Office for Civil Rights, Office of Justice Programs and the DOJ, if required to submit one; otherwise, it will provide a certification to the Office for Civil Rights, Office of Justice Programs and the DOJ that it has a current EEO on file, if required to maintain one. For grantee agencies receiving less than \$25,000, or grantee agencies with less than 50 employees, regardless of the amount of the award, no EEO is required. Information about civil rights obligations of grantees can be found at <http://www.ojp.usdoj.gov/ocr/>.

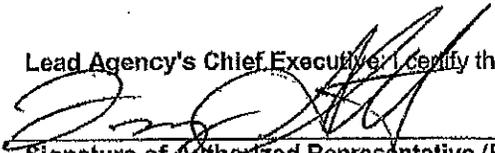
4. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.

5. As clarified by Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with the Omnibus Crime Control and Safe Streets Act of 1968 and Title VI of the Civil Rights Act of 1964, recipient must take reasonable steps to ensure that LEP persons have meaningful access to its programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Recipient is encouraged to consider the need for language services for LEP persons served or encountered both in developing its budgets and in conducting its programs and activities. Additional assistance and information regarding your LEP obligations can be found at <http://www.lep.gov>.

6. In accordance with federal civil rights laws, the subrecipient shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.

**CERTIFICATION**

Lead Agency's Chief Executive, I certify that applicant will comply with the above-certified assurances.

  
\_\_\_\_\_  
Signature of Authorized Representative (Board  
Chair, Co. Executive, Mayor)

12/30/14  
Date

Troy Streckenbach, County Executive

920 448-4001  
Telephone Number

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance on Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

Pursuant to Executive Order 12549, Debarment and Suspension, implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a), and other requirements:

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Have not within a two-year period preceding this application been convicted of a felony criminal violation under any Federal law, unless such felony criminal conviction has been disclosed in writing to the Office of Justice Programs (OJP) at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov), and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Government in this case.

(d) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and

(e) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

### 3. FEDERAL TAXES

A. If the applicant is a corporation, the applicant certifies that either (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov), and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Government in this case.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

### 4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, Subpart F, for grantees, as defined at 28 CFR Sections 83.620 and 83.650:

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2).

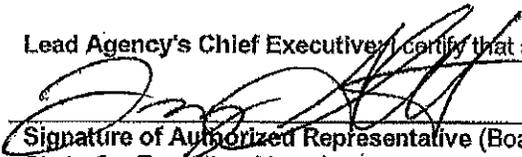
Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

**CERTIFICATION**

Lead Agency's Chief Executive, I certify that applicant will comply with the above-certified assurances.

  
\_\_\_\_\_  
Signature of Authorized Representative (Board  
Chair, Co. Executive, Mayor)

Troy Streckenbach, County Executive  
\_\_\_\_\_

12/30/14  
Date

920 448-4001  
Telephone Number