



STOP VIOLENCE AGAINST WOMEN GRANT PROGRAM RENEWAL APPLICATION

INSTRUCTIONS

The STOP Violence Against Women Grant Program is eligible for a program renewal for the period of **January 1, 2023** through **December 31, 2023**. The application **must continue** the scope of work from your original application and serve the same target population. **Funds are available for a 12-month contract at the same amount as awarded in the original contract.** The renewal application must include narrative information as well as required attachments as outlined in the following sections:

1. **Scope of Work** (two (2) page maximum)

Provide a two-page narrative overview of the project that includes:

- A. State the problem/need to be addressed, including relevant data.
- B. State the goal(s) and objectives that will address the identified problem/need.
- C. Describe the strategies/approaches that will be used to meet the goals and objectives.
- D. Describe the plan for evaluating the goals, objectives, and performance measures.

2. **Goals, Objectives and Performance Measures** (Exhibit E only, no narrative)(Pg. 8)

Complete Exhibit E: Goals, Objectives, and Performance Measures. Goals, objectives, and performance measures must be related to the original application, with updates for the second year of implementation.

3. **Implementation Plan** (Exhibit F only, no narrative)(Pg.10)

Complete Exhibit F: Implementation Plan. Provide an updated detailed Implementation Plan for the new funding year. The Implementation Plan should be related to the activities to meet objectives and performance measures. The Implementation Plan must be related to the original application, with updates for the second year of the program.

4. **Fiscal Capacity, Budget & Budget Narrative** (Exhibit A, [B](#), C, D, and [Financial System Survey](#))

Complete the attached fiscal capacity and budget attachments. Funds are available for a 12-month contract at the same amount as awarded in the original contract.

5. **Indirect Cost Rate Agreement (if applicable)**

6. **Proof of SAM (if applicable)**

Renewal applications are due **via email** by **Friday, October 21st at 5:00 p.m. to:**

Emily Uline-Olmstead, Justice Program Manager
Governor's Office of Youth, Faith and Family
Euolmstead@az.gov

Kyleigh Kape, Grants Auditor
Arizona Office of the Governor
kkape@az.gov

Scope of work

Problem Addressed: Victim Services Division is proposing to continue grant project entitled “A Trauma-Informed and Victim Centered Approach to Case Management & Coordination of Care through Assessment, Case Planning and Service Coordination for Victims of Sexual and Domestic Violence Involved in the Criminal Justice System.” The target population for this project are female victims of sexual and domestic violence in Pinal County whose cases have been reported, but not charged. The purpose of this project is to implement a multidisciplinary, strengths based, trauma-informed approach to working with female victims of violent crimes who are involved in the criminal justice system.

Goals and Objectives: For the purposes of this grant project the Pinal County Attorney’s Office will implement a modified version of Sullivan’s framework for effective advocacy based on the COR theory. During the project the Victim Advocate will have three primary goals:

- 1). Increase the capacity of victims whose cases are pending charges to make informed decisions regarding contacting community based support services by providing information to increase knowledge of victim resources.
- 2). Reduce the victim’s anxiety about participating in the criminal justice system by providing case management to advocate on their behalf, keeping them informed and engaged throughout the criminal justice process.
- 3). Encourage self-autonomy by enhancing the victim’s ability to assess their safety needs.

To accomplish goals #1 & 2, the Victim Advocate will assist the victim with prioritizing and identifying needed services and coordinating care with community partners. Due to the multifaceted challenges victims face there are a myriad of services a victim could potentially be referred to including but not limited to organizations who provide community based advocacy for victims of sexual and domestic violence (Against Abuse and Community Alliance Against Family Abuse), workforce development programs (Arizona @ Work and PEPP Inc.), online apps that assist with safety planning and identification of other resources (MyPlan App), programs that assist with housing and/or relocation fees (Arizona Coalition to End Sexual and Domestic Violence and Community Action Human Resources Agency) and culturally specific programming (Jewish Family Services & Native American Fatherhood and Families Association).

Strategies and Approaches:

Culturally Competent Services

While PCAO is not a culturally specific community based organization it is imperative for the Victim Advocate to be knowledgeable in culturally competent programming, specifically within the Native American and Hispanic communities. Pinal County encompasses three tribal communities: Ak-Chin, Gila River Indian Community & Tohono O’odham and 6.6% of Pinal County residents identify as Native American (U.S. Census Bureau, 2019). For the Victim Advocate to be successful in working with this population it will be critical that they are trained in services offered by tribal communities and community based programming specific to Native American culture.

Safety Planning/Case Planning

It is imperative to effectively create a safety plan specific to individual needs in order to identify their safety needs. The Victim Advocate is teaching them self-efficacy skills, skill building with the victim and increasing the probability that the victim will utilize the skill in the future.

To accomplish goal #3, all victims of domestic violence will be offered the opportunity to complete a lethality assessment and a safety plan with the Victim Advocate. Victims who do not desire to complete an assessment or an safety plan will be provided with information regarding access to the MyPlan App, an application that assists victims in completing a validated lethality assessment, prioritizing needs to make safety decisions and provides recommendations for services specific to the individual (Glass, Perrin, Bloom & Hanson, 2010). Victims will also be given the opportunity to complete case plans with the Victim Advocate. The Victim Advocate will be trained on how to complete the National Center on Domestic Violence, Trauma & Mental Health: 1). Sobriety Plan (2015), Preparing for Court, “What If Plan” (2013) and Night Before Court Plan (2013). The Victim Advocate will utilize these plans to assist victims in feeling supported, confident, and prepared and reduce anxiety about attending court.

Build Skills

Assisting victims with skill building not only shapes self confidence in their ability to utilize the skill, but it also promotes the development of self-efficacy. Victim Advocates will work with victims on skill building or refer them to services needed to assist with skill building based on the results of the needs assessment. Victim Advocates may assist victims in skill building through a variety of ways, such as:

- 1). encouraging the victim to have their voice heard by helping them practice what they will say to the Judge in Court
- 2). assisting in the development of a safety plan and/or case plan
- 3). role playing scenarios the victim is unsure how to handle, such as seeing the defendant at court
- 4). providing assistance with seeking an Order of Protection/Injunction against Harassment
- 5). Offer Encouragement, Empathy and Respect
- 6). Supportive Counseling

Evaluating goals, objectives and performance measures: To ensure that the program is implemented with fidelity, the victim receives the services they need and there is a warm handoff to the Victim Advocate, representatives from law enforcement, the Family Advocacy Center, Public Health and Intimate Partner Violence (IPV) service providers have been recruited to participate in a stakeholder group. Many of these organizations currently participate in various stakeholder meetings aimed at improving outcomes for Pinal County residents. Through these stakeholder committees, PCAO has worked with several of these agencies to streamline referrals for services and create a warm handoff for victims whose cases are transitioning from the investigation phase to the charging phase. However, due to the high caseload sizes of the Victim Advocate (currently averaging 239) and the lapse of time between when a case is investigated and when it is charged, it is difficult for advocates to keep victims whose cases are not assigned to them informed and engaged.

EXHIBIT E

Goals, Outcome Objectives and Performance Measures

In the table below, state the goal(s) that will address the identified problem/need. Use a continuation sheet if necessary. The following table may be reproduced with word processing software to replicate the number of tables to match the proposed program's number of goals.

Goal: increase capacity of victims whose cases are pending charges to make informed decisions regarding contacting community based support services			
Rationale (How does this goal address the identified problem/need and selected risk/protective factors?): Financial and housing stability, safety, community support and access to healthcare are social factors that have been found to be related to wellbeing (Braveman & Grusin, 2003; Ferguson, 2006). In their study on effective community responses to domestic violence, Allen, Bybee & Sullivan (2004) found that despite the varied needs of survivors (legal, housing, education, employment), broad-based advocacy enhanced survivors' effectiveness in mobilizing needed community resources. These findings suggest that comprehensive and individualized approaches to advocacy for battered women are essential.			
Targeted Outcome(s) (Check all that apply):			
<input type="checkbox"/> Parental Stress <input type="checkbox"/> Family Cohesion <input type="checkbox"/> Family Management <input type="checkbox"/> Family Connectedness <input type="checkbox"/> Family Involvement <input type="checkbox"/> Family Conflict	<input type="checkbox"/> Adult Attitudes of Youth Substance Use <input type="checkbox"/> Youth Perception of Parental Attitudes of Youth Substance Use <input type="checkbox"/> Adult Perception of Risk/Harm of Youth Substance Use <input type="checkbox"/> Youth Perception of Family Involvement <input type="checkbox"/> Youth Perception of Risk/Harm of Substance Use <input type="checkbox"/> Youth Perception of Family Cohesion	Other (Please Specify) <input checked="" type="checkbox"/> Access to services <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
OUTCOME OBJECTIVE(s) pertaining to this goal: (EXAMPLE) By December 30, 2023, as measured by enrollment of 30 participants per quarter with 90% of victims reporting that they obtained the information needed to make informed decisions about contacting other support services.			
Performance Measure(s)	Definition(s) include data source	Tools/process for collection	Explain how the performance measure demonstrates progress towards the goal
Number of victims who return the Victim Satisfaction Survey	Victims who return Victim Satisfaction Surveys will report that they "agree" or "strongly" agree that they obtained the information needed to make informed decisions about contacting other support services.	A survey will be sent to the victim once their case is charged or declined.	Progress towards this goal will be measured by the number of victims who marked "strongly agree" or "agree" to this performance measure on the Victim Satisfaction Survey divided by the total number of victims who returned the Victim Satisfaction Surveys, equaling at least 90%.
OUTPUT OBJECTIVE(s) pertaining to this goal: (EXAMPLE) Provide the victim with knowledge of and access to community based services specific to their needs by conducting a basic needs assessment, as measured by enrollment of 30 participants per quarter with 80% of basic needs assessments completed within the first thirty days of the intake date.			

Performance Measure(s)	Definition(s) include data source	Tools/process for collection	Explain how the performance measure demonstrates progress towards the goal
Number of victims in the program who have completed a needs assessment	Number of victims who have completed an assessment divided by the number of victims who are currently in the program. Assessment will be defined as a validated tool that assesses risk and/or needs. Examples of assessment tools that may be utilized include (lethality assessments, stalking assessments, the PRAPARE, (social determinants of health).	Upon intake a case light entry will be made into the Records Management System. The Case Management Coordinator will track services provided in the services screen and a report will generate the number of victims enrolled in the program and the number of victims that have completed an assessment.	Progress towards this goal will be measured by the number of victims who have completed at least one assessment divided by the total number of victims in the program, equaling at least 80%.

Goal: Reduce the victim’s anxiety about participating in the criminal justice system by providing case management services to keep them informed and engaged throughout the criminal justice process.

Rationale (How does this goal address the identified problem/need and selected risk/protective factors?): In Pinal County there is a significant gap between when a case is investigated and when it is charged. During this transition period the case is not officially assigned to an advocate and it is therefore the burden of the victim to remain in contact with the investigative agency and the prosecutor’s office if they wish to receive information regarding their case. This often leaves the victim feeling anxious, unheard, frustrated, confused and re-traumatized. A significant portion of victims have no previous experience with the justice system and do not know where to turn to for help, or what to expect. The fear of the unknown can enhance the anxiety the victim is already feeling due to the trauma they endured. Without a direct point of contact, many victims are lacking the needed support and services to promote informed decision making, self-autonomy, engagement and safety. Consequently, many victims lose hope and become disengaged from the criminal justice process. Providing case management services that provide the victim with choices and keep them informed and engaged throughout the process will assist in reducing the anxiety the victim is experiencing.

Targeted Outcome(s) (Check all that apply):

- | | | |
|---|--|--|
| <input type="checkbox"/> Parental Stress | <input type="checkbox"/> Adult Attitudes of Youth Substance Use | Other (Please Specify) |
| <input type="checkbox"/> Family Cohesion | <input type="checkbox"/> Youth Perception of Parental Attitudes of Youth Substance Use | <input checked="" type="checkbox"/> Reduction in anxiety |
| <input type="checkbox"/> Family Management | <input type="checkbox"/> Adult Perception of Risk/Harm of Youth Substance Use | <input type="checkbox"/> |
| <input type="checkbox"/> Family Connectedness | <input type="checkbox"/> Youth Perception of Family Involvement | <input type="checkbox"/> |
| <input type="checkbox"/> Family Involvement | <input type="checkbox"/> Youth Perception of Risk/Harm of Substance Use | <input type="checkbox"/> |
| <input type="checkbox"/> Family Conflict | <input type="checkbox"/> Youth Perception of Family Cohesion | |

OUTCOME OBJECTIVE(s) pertaining to this goal: By December 30, 2023, as measured by enrollment of 30 participants per quarter with 85% of victims reporting that the services they received reduced their anxiety about participating in the criminal justice process.

Performance Measure(s)	Definition(s) include data source	Tools/process for collection	Explain how the performance measure demonstrates progress towards the goal
Number of victims who return the Victim Satisfaction Survey	Victims who return Victim Satisfaction Surveys will report that they “agree” or “strongly” agree that the services they received reduced their anxiety about participating in the criminal justice process.	A survey will be sent to the victim once their case is charged or declined.	Progress towards this goal will be measured by the number of victims who marked “strongly agree” or “agree” to this performance measure on the Victim Satisfaction Survey divided by the total number of victims who returned the Victim Satisfaction Surveys.

OUTPUT OBJECTIVE(s) pertaining to this goal: Increase victim knowledge regarding criminal justice processes, procedures and direct services available to victims during the criminal justice process, as measured by quarterly reports reflecting 80% of victims were provided information regarding direct services and a 15% increase in the number of direct services provided for FY21 as compared to FY20.

Number of victims in the program who were provided with direct services during the criminal justice process.	Number of victims who were provided direct services, divided by the	Upon intake a case light entry will be made into the Records Management System. The Case	Progress towards this goal will be measured by the number of victims who have been provided a direct service divided
--	---	--	--

number of victims who are currently in the program. Direct services is defined as any services provided by the Pinal County Attorney's Office. Examples of direct services include (court orientation, Crime Victim Compensation, Court Facility Dog, Case Planning, Safety Planning, Case status updates, Interventions with prosecutor, court and/or law enforcement & Initial Contact Calls).

Management Coordinator will track services provided in the services screen and a report will generate the number of victims provided with direct services.

by the total number of victims in the program, equaling at least 80%.

Goal: Encourage self-efficacy by enhancing the victim's ability to plan for continued safety.

Rationale (How does this goal address the identified problem/need and selected risk/protective factors?): Research also shows that when victims feel they have some control over what happens to them they are more satisfied with the criminal justice system as well as victim services (Cattaneo and Goodman 2015; Cattaneo 2010; Zweig and Burt 2007). They are also more willing to report re-abuse (Hotaling and Buzawa 2003) and they have better mental health outcomes (Cattaneo and Goodman 2015; Perez et al. 2012). Schrank et al. (2012) conducted a meta-review of studies examining the relationship between hope and wellbeing, which found that programs intending to increase hope should include components that involve staff collaborating with clients to meet goals and emphasize efficacy, spirituality and well-being. Safety planning promotes self-efficacy and collaboration because it provides an opportunity for staff to work with the victim to create a personalized plan based on the victim's priorities and individual needs, which also empowers the victim to take control. To effectively create a safety plan specific to individualized needs it is imperative that the safety needs are identified. By assisting the victim in identifying their safety needs, the Victim Advocate is teaching them self-efficacy skills, skill building with the victim and increasing the probability that the victim will utilize the skill in the future.

Targeted Outcome(s) (Check all that apply):

- | | | |
|---|--|--|
| <input type="checkbox"/> Parental Stress | <input type="checkbox"/> Adult Attitudes of Youth Substance Use | Other (Please Specify) |
| <input type="checkbox"/> Family Cohesion | <input type="checkbox"/> Youth Perception of Parental Attitudes of Youth Substance Use | <input checked="" type="checkbox"/> increase in ability to plan for safety |
| <input type="checkbox"/> Family Management | <input type="checkbox"/> Use | <input type="checkbox"/> |
| <input type="checkbox"/> Family Connectedness | <input type="checkbox"/> Adult Perception of Risk/Harm of Youth Substance Use | <input type="checkbox"/> |
| <input type="checkbox"/> Family Involvement | <input type="checkbox"/> Youth Perception of Family Involvement | <input type="checkbox"/> |
| <input type="checkbox"/> Family Conflict | <input type="checkbox"/> Youth Perception of Risk/Harm of Substance Use | |
| | <input type="checkbox"/> Youth Perception of Family Cohesion | |

OUTCOME OBJECTIVE(s) pertaining to this goal: By December 30, 2023, as measured by enrollment of 30 participants per quarter with 80% of victims reporting that the services they received helped them to plan for continued safety.

Performance Measure(s)	Definition(s) include data source	Tools/process for collection	Explain how the performance measure demonstrates progress towards the goal
Number of victims who return the Victim Satisfaction Survey	Victims who return Victim Satisfaction Surveys will report that they “agree” or “strongly” agree that the services they received enhanced their ability to plan for continued safety.	A survey will be sent to the victim once their case is charged or declined.	Progress towards this goal will be measured by the number of victims who marked “strongly agree” or “agree” to this performance measure on the Victim Satisfaction Survey divided by the total number of victims who returned the Victim Satisfaction Surveys.
OUTPUT OBJECTIVE(s) pertaining to this goal: Increase victim knowledge regarding safety planning by providing services directly related to identifying and/or mitigating safety needs on 100% of cases involving domestic violence by December 30, 2023.			
Number of victims in the program who were provided with direct services pertaining to the safety assessment/identification of safety needs and/or mitigation of safety concerns	Number of victims who were provided direct services, pertaining specifically to assessment/identification of safety needs and/or mitigation of safety concerns divided by the number of victims who are currently in the program. Direct services directly pertaining to safety needs is defined as any services provided by the Pinal County Attorney’s Office that promote identifying and mitigating safety needs. Examples of direct services that mitigate safety concerns Include (lethality assessment, Case Planning, Safety Planning, assisting with Orders of Protection/Injunctions Against Harassment).	Upon intake a case light entry will be made into the Records Management System. The Victim Advocate will track services provided in the services screen and a report will generate the number of victims provided with direct services specific to assessing, identifying and mitigating safety concerns.	Progress towards this goal will be measured by the number of victims who have been provided a direct services related to the assessment, identification and mitigation of safety needs divided by the total number of victims in the program, equaling at least 80%.

EXHIBIT F

Implementation Plan

The following form may be reproduced with word processing software or another form may be created that contains all the information requested. Sequentially list the key tasks and activities needed to implement the strategies/approaches including timelines and responsibilities as they relate to the achievement of the task. In the final column, list how the effectiveness of the implementation will be measured (e.g. number of participants attending/completing, participant satisfaction, adequacy of resources, timely completion of activities, etc.)

Strategy	Key Task	Activities	Person Responsible	Completion date	Measured by
Hire 2 victim advocates	Post job announcement for victim advocate	Contact HR and PCAO Admin Director	Sharon Woodard	Within 60 days of award date	Job announcement being posted & positions filled
Identify gaps in services offered by the Pinal County Attorney's Office (PCAO), Victim Services Division	Create a survey instrument to assess stakeholder perception of satisfaction with services provided by PCAO, Victim Services Division.	Have the stakeholders complete the pre-survey prior to the first stakeholder meeting	Leadership team (Sharon Woodard, Tawnya Cude, Jacqueline Lopez & Jesus Pacheco)	Within one week prior to the first stakeholder meeting.	Submittal of pre-surveys from stakeholder members.
Improve relationships with partner agencies	Create a survey instrument to assess stakeholder perception of satisfaction with the working relationship they have with PCAO, Victim Services Division.	Have the stakeholders complete the pre-survey prior to the first stakeholder meeting	Leadership Team (Sharon Woodard, Tawnya Cude, Jacqueline Lopez & Jesus Pacheco)	Within one week prior to the first stakeholder meeting.	Submittal of pre-surveys from stakeholder members.
Identify needs of victims in Pinal County and gaps in community based services.	Complete a needs assessment	Stakeholder team will conduct the needs assessment, review results and make recommendations	Stakeholder Team	Within 60 days of award date	Needs assessment completed
increase access of services/resources for victims in Pinal County	Identify resources and tools at the national, state and local level	Stakeholders will compile a list resources that address	Stakeholder Team	Within 60 days of award date	Complied list of resources and tools completed.

	that will benefit victims in Pinal County.	Social Determinants of Health & tools that the Case Managers can utilize with victims (My Plan App, Screening Tools, Court Preparation Plans, etc.)			
	Provide Victim Advocates with the training needed to effectively conduct assessments, create case plans, and refer victims to appropriate services while promoting self-autonomy, empowerment and safety of the victim.	Develop training plan for Victim Advocate	Leadership Team	Within 60 days of award date	Finalized and approved training plan
		Train Victim Advocate on their role, job duties, resources and tools to utilize with victims	Leadership Team	Within 60 days of award date	Completion of items listed on training plan.
	Survey victims who participate in the program to determine if the services they received were helpful and/or reduced their anxiety/fears about participating in the criminal justice system	Create a victim satisfaction survey to be administered to victims who receive services from this program.	Leadership Team	Within 60 days of award date	Finalized and approved victim satisfaction survey.

Ensure that staff understand the role of the Victim Advocate position	Establish clear guidelines for the Roles and Responsibilities of the Victim Advocate	Create a procedure regarding roles and responsibilities of the Victim Advocate	Leadership Team	Within 60 days of award date	Procedure finalized and approved
		Train PCAO, Victim Services staff on the roles and responsibilities of the Victim Advocate	Leadership Team	Within 60 days of award date	Training Completed
		Create & Implement a Quality Assurance review process to ensure the program is implemented with fidelity and as a training tool for Community Case Coordinators	Leadership Team	Within 60 days of award date	QA finalized, approved and implemented
Conduct community outreach to spread information regarding the program.	Create materials for training law enforcement, advocacy center staff and other community partners on the program.	Create a handout to be provided to victims regarding the program specifics i.e. eligibility requirements, assessments, case planning, referrals to services and how to access Community Case Coordinators	Leadership Team & Stakeholder Team	Within 60 days of award date.	Handout finalized and reviewed by stakeholder team
		Create a PowerPoint presentation regarding program	Community Case Coordinators	Within 90 days of award date.	Trainings scheduled and completed
Conduct community outreach to spread information regarding the program. Complete	Create materials for training law enforcement, advocacy center staff and other				

ongoing programmatic evaluation	community partners on the program. Review Programmatic Data Quarterly	Schedule training sessions with law enforcement and advocacy center staff			
		Provide stakeholders with programmatic data quarterly to review for evaluation and recommendation	Stakeholder Team	Quarterly Beginning April 2020	Review programmatic data, evaluation and recommendations completed
Sustainability	Determine sustainability of the program and identify other funding sources	Continued discussion amongst stakeholder regarding program sustainability and funding options	Stakeholder team	Quarterly beginning May 2023	Ongoing agenda item for stakeholder team to discuss at meetings
Community Participation	Strengthen the partnership of the PCAO, Victim Services Division and stakeholder members	Create a stakeholder team to conduct a needs assessment, review programmatic handouts and identify resources for social determinants of health	Sharon Woodard & Heather Eggleston	Within 30 days of award date	Completion of needs assessment and final approval of handouts and list of resources.
Community Participation	Strengthen the partnership of the PCAO, Victim Services Division and Stakeholder members	Build a team of key stakeholders including justice partners, treatment and educational service providers who meet quarterly to review programmatic data and make recommendations	Sharon Woodard & Heather Eggleston	Quarterly beginning April 2023	Completion of ongoing stakeholder meetings

		<p>Conduct pre & post surveys with stakeholders regarding perception of partnership with PCAO Victim Services and perception of services provided to victims</p>	<p>Sharon Woodard & Heather Eggleston</p>	<p>Preprogramming implementation by December 2023</p>	<p>Completion of pre and post surveys by stakeholders</p>
--	--	--	---	---	---

EXHIBIT A

Governor's Office of Youth, Faith and Family Standard Data Collection Form for the Grant Management Information System (GIMS)

A. Fiscal Agent Information:

Agency Name Pinal County Contact Person Angeline Woods
Address 31 N. Pinal St. Position Office of Budget and Finance Director
PO BOX 1348 Email angeline.woods.gov
City, State, Zip Florence, AZ 85132 Phone: 520-866-6676
County Pinal
Employer Identification Number: 86-6000556 DUNS Number: 0744470950000 UEI GX4FM9VQD7W3
Agency Classification: State Agency County Government Local Government Schools Tribal
 Faith Based Non-Profit Other

In which Congressional (Federal) District is your agency? Enter District # 2,5,6,7
<http://www.azredistricting.org> (click on Final Maps)

In which Legislative (State) District is your agency? Enter District # 7,15,16,23
<http://www.azredistricting.org> (click on Final Maps)

Have you previously conducted business with the State using this EIN: XXX Y N. If **NO**, please go to the following website, download the State of Arizona Substitute W-9 Form under the ACH & Vendor Forms heading and submit with your application, <https://gao.az.gov/publications/forms>.

What was the date of your most recent SAM/CCR registration? 9/2022 * Please attach confirmation of registration.

Preferred method for reimbursements (ACH or mailed check)? XXX ACH Agency Fiscal Address (listed above)

Preferred reimbursement cycle: Monthly XXX Quarterly

B. Contract Signer Information:

Contract Signer: Jeffrey McClure Position: Board of Supervisors, Chairman
Address PO BOX 827 Email BOSChair@pinal.gov
 Phone 520-866-6068
City, State, Zip Florence, AZ 85132 County: Pinal

C. Financial Information:

Approximately how much FEDERAL funding will your organization expend in your current fiscal year? \$ 45,558,784 (ending June 30, 2021). Year ending June 30, 2022, SEFA not yet completed.

What is your organization's fiscal year-end date? 6/30/2022

Accounting Method: Cash Accrual XXX Modified

Is your organization subject to the requirements of an annual independent audit in accordance with 2 CFR Part 200? XXX Y N

Please provide contact information of the audit firm conducting your audit:

Agency Walker & Armstrong LLP

Address 3838 N. Central Avenue, Suite 1700, Phoenix, Arizona 85012

Phone Number: 602-230-1040

FFATA (Federal Funding Accountability and Transparency Act) Reporting Requirements:

1. Is 80% or more of annual gross revenues from Federal Awards? Yes No XXX
2. Do you receive \$25 Million or more annually from Federal Awards? Yes No XXX

If you answered YES to both questions, you MUST provide the names and total compensation of the top five (5) paid executives.


1. Name _____	Total Compensation _____
2. Name _____	Total Compensation _____
3. Name _____	Total Compensation _____
4. Name _____	Total Compensation _____
5. Name _____	Total Compensation _____

D. Program Agency Information:

Agency Name Pinal County Attorney's Office Contact Person Salpi Stark
Address: PO BOX 887 Position Grants Administrator
City, State, Zip Florence, Arizona 85132 Phone 520-866-6282
County: Pinal

E. Proposed Program Information / Description:

Amount requesting: \$124,999
Service area of proposed program: PCAO Victim Services – Pinal County
Target population of proposed program: Women of domestic violence
Number of participants to be served: 360

 10/17/2022
Authorized Signer Date

(TO BE COMPLETED BY GOYFF PERSONNEL)

Contract Number: _____

Is the contract FFATA reportable? Yes No

Is the Sub-Grantee's Audit Current? Yes No

Funding Index: _____

Any Special terms and conditions to be included in contract: _____

Program Administrator

Date

Grant Auditor

Date

EXHIBIT C
Governor's Office of Youth, Faith and Family
Financial Systems Survey

Name of Applicant: Pinal County Attorney's Office

Please answer every question by filling in the circle next to the correct answer. Attach materials and document comments as required.

As stewards of federal and state funds, the Governor's Office of Youth, Faith and Family awards funds to organizations (regardless of how small or large) that are both capable of achieving project goals/objectives and upholding their responsibility for properly managing funds as they achieve those objectives.

This survey will be used primarily for initial monitoring of the organization. This survey may also be used in evaluating the financial capability of the organization in the award process. Deficiencies should be addressed for corrective action and the organization should consider procuring technical assistance in correcting identified problems.

A. GENERAL INFORMATION

1. Has your organization received a Federal or State Grant within the last two years?	X YES o NO
2. Is your organization subject to the audit requirements of 2 C.F.R. Part 200, Sub-Part F? If so, please include a copy of your audit report, including your Management Letter, Findings and Questioned Costs.	X YES o NO
3. If your organization is not subject to the audit requirements of 2 C.F.R. Part 200, Sub-Part F, have your financial statements been audited, reviewed or compiled by an independent Certified Public Accountant within the past two years? If yes, please attach a complete copy of the most recent audited, reviewed or compiled financial statements. If no, attach a copy of the most recently prepared financial statements including a balance sheet, income statement, statement of cash flows and a description of the source of the documents.	o YES o NO
4. Please attach a schedule showing the TOTAL federal funds (by granting agency) expended by your agency for the most recent fiscal year. Note: If your organization had a Single Audit, a copy of the "Schedule of Expenditures for Federal Awards" can should be submitted	See attached SEFA
5. Has your organization received funding from the Governor's Office of Youth, Faith and Family within the past two years? If yes, specify the grant contract numbers: <u>ST-WSG-20-010121-16</u> _____ _____ _____	X YES o NO
6. Has your organization been granted tax-exempt status by the Internal Revenue Service?	o YES X NO o N/A
7. If you answered YES to question #6, under what section of the IRS code? o 501 C (3) o 501 C (4) o 501 C (5) o 501 C (6) o Other.	

Specify: _____	
8. Does your organization have established policies related to salary scales, fringe benefits, travel reimbursement and personnel policies?	X YES o NO

B. FUNDS MANAGEMENT

1. Which of the following describes your organization's accounting system?	o Manual o Automated X Combination
2. How frequently do you post to the General Ledger?	X Daily o Weekly o Monthly o Other
3. Does the accounting system completely and accurately track the receipt and disbursements of funds by each grant or funding source?	X YES o NO
4. Does the accounting system provide for the recording of actual costs compared to budgeted costs for each budget line item?	X YES o NO
5. Are time and effort distribution reports maintained for employees working fully or partially on state or federal grant programs which account for 100% of each employee's time?	X YES o NO
6. Is your organization familiar with Federal Cost Principles (i.e. 2 CFR Part 200)?	X YES o NO
7. How does your organization plan to charge common/indirect costs to this grant? NOTE: Those organizations using an indirect cost plan/rate need to attach a copy of the methodology and calculations in determining the rate.	X Direct Charges o Utilizing an Indirect Cost Allocation Plan or Rate

C. INTERNAL CONTROLS

1. Are duties of the bookkeeper/accountant segregated from the duties of cash receipt or cash disbursement?	X YES o NO
2. Are checks signed by individuals whose duties exclude recording cash received, approving vouchers for payment and the preparation of payroll?	X YES o NO
3. Are all accounting entries and payments supported by source documentation?	X YES o NO
4. Are cash or in-kind matching funds supported by source documentation?	X YES o NO
5. Are employee time sheets supported by appropriately approved/signed documents?	X YES o NO
6. Does the organization maintain policies that include procedures for assuring compliance with applicable cost principles and terms of each grant award?	X YES o NO

D. PROCUREMENT

1. Does the organization maintain written codes of conduct for employees involved in awarding or administering procurement contracts?	X YES o NO
2. Does the organization conduct purchases in a manner that encourages open and free competition among vendors?	X YES o NO

3. Does the organization complete some level of cost or price analysis for every major purchase?	<input checked="" type="radio"/> YES <input type="radio"/> NO
4. Does the organization maintain a system of contract administration to ensure Grantee conformance with the terms and conditions of each contract?	<input checked="" type="radio"/> YES <input type="radio"/> NO
5. Does the organization maintain written procurement policies and procedures?	<input checked="" type="radio"/> YES <input type="radio"/> NO

E. CONTACT INFORMATION

Please indicate the following information. In the event that the Governor's Office of Youth, Faith and Family has questions about this survey, this individual will be contacted.

Prepared By: Heather Patel

Job Title: Grants Manager

Date: 9/28/22

Phone/Fax/Email: (520) 866-6422, heather.patel@pinal.gov

F. CERTIFICATION

I certify that this report is complete and accurate, and that the Grantee has accepted the responsibility of maintaining the financial systems.



Signature

G. COMMENT AND ATTACHMENTS

Please use the space below to comment on any answers in Sections A – D. Please indicate the Section and Question # next to each comment.

Number of Attachments (please number each attachment): _____

COMMENTS:

EXHIBIT D **Staff Overview**

The following form may be reproduced with word processing software or another form may be created that contains all the information requested.

In addition to this overview, please attach a resume (for current personnel) or a job description (for positions to be hired) for the key individuals involved in the project.

STAFF MEMBER	BACKGROUND AND EXPERTISE OF PERSONNEL
Name: TBD Title: Victim Advocate What percent of time will be spent on this project: 100%	<ul style="list-style-type: none"> • Associate's degree in Criminal Justice, Social Services, or related field. • One (1) year of social services experience. • Certificate of completion of Basic Victims' Rights through Arizona Office of the Attorney General. • Certificate of completion of online Victim Compensation training through Arizona Criminal Justice Commission. • Demonstrated coursework or training in trauma-informed case/services for children and families / Or an equivalent combination of relevant education and/or experience may substitute for the minimum requirements. • Valid Arizona State Driver's License. • Must pass a thorough background investigation.
Name:TBD Title: Victim Advocate What percent of time will be spent on this project: 100%	<ul style="list-style-type: none"> • Associate's degree in Criminal Justice, Social Services, or related field. • One (1) year of social services experience. • Certificate of completion of Basic Victims' Rights through Arizona Office of the Attorney General. • Certificate of completion of online Victim Compensation training through Arizona Criminal Justice Commission. • Demonstrated coursework or training in trauma-informed case/services for children and families / Or an equivalent combination of relevant education and/or experience may substitute for the minimum requirements. • Valid Arizona State Driver's License. • Must pass a thorough background investigation.
Name: Title: What percent of time will be spent on this project:	



PINAL COUNTY ARIZONA

Unique Entity ID GX4FM9VQD7W3	CAGE / NCAGE 3SXM3	Purpose of Registration Federal Assistance Awards Only
Registration Status Active Registration	Expiration Date Sep 8, 2023	
Physical Address 31 N Pinal ST Bldg A Florence, Arizona 85132 United States	Mailing Address Pob 1348 Florence, Arizona 85132-3027 United States	

Business Information

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District Arizona 04	State / Country of Incorporation (blank) / (blank)	URL (blank)
MPIN *****ants		

Registration Dates

Activation Date Sep 9, 2022	Submission Date Sep 8, 2022	Initial Registration Date Mar 26, 2004
---------------------------------------	---------------------------------------	--

Entity Dates

Entity Start Date Feb 1, 1875	Fiscal Year End Close Date Jun 30
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

No

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other

acknowledgment of fault?

Not Selected**Exclusion Summary**

Active Exclusions Records?

No**SAM Search Authorization**

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes**Entity Types****Business Types**

Entity Structure

U.S. Government Entity

Entity Type

US Local Government

Organization Factors

(blank)

Profit Structure

(blank)**Socio-Economic Types**

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

U.S. Local Government

County

Other Government Entities

Housing Authorities Public/Tribal

Planning Commission

Airport Authority

Financial Information

Accepts Credit Card Payments

No

Debt Subject To Offset

No

EFT Indicator

0000

CAGE Code

3SXM3**Electronic Funds Transfer**

Account Type

Checking

Routing Number

*******0248**

Lock Box Number

(blank)

Financial Institution

WELLS FARGO BANK, NA

Account Number

*******35041****Automated Clearing House**

Phone (U.S.)

5208666676

Email

angeline.woods@pinal.gov

Phone (non-U.S.)

(blank)

Fax

(blank)**Remittance Address****PINAL COUNTY ARIZONA****PO Box 1348****Florence, Arizona 85132****United States****Taxpayer Information**

EIN

*******0556**

Type of Tax

Applicable Federal Tax

Taxpayer Name

COUNTY OF PINAL

Tax Year (Most Recent Tax Year)

2021

Name/Title of Individual Executing Consent

Grants Admin

TIN Consent Date

Sep 8, 2022

Address	Signature
31 N Pinal	Heather Patel
Florence, Arizona 85132	

Points of Contact

Accounts Receivable POC

♀
Angeline Woods, Director of the Office of Budget and Finance
angeline.woods@pinal.gov
5208666676

Electronic Business

♀ Heather Patel, Grants Manager heather.patel@pinal.gov 5208666422	PO Box 1348 Florence, Arizona 85132 United States
--	--

Angeline Woods, Director of the Office of Budget and Finance angeline.woods@pinal.gov 5208666676	PO Box 1348 Florence, Arizona 85132 United States
--	---

Government Business

♀ Heather Patel, Grants Manager heather.patel@pinal.gov 5208666422	PO Box 1348 Florence, Arizona 85132 United States
--	--

Angeline Woods, Director of the Office of Budget and Finance angeline.woods@pinal.gov 5208666676	PO Box 1348 Florence, Arizona 85132 United States
--	---

Past Performance

♀ Heather Patel, Grants Manager heather.patel@pinal.gov 5208666422	PO Box 1348 Florence, Arizona 85132 United States
--	--

Angeline Woods, Director of the Office of Budget and Finance angeline.woods@pinal.gov 5208666676	PO Box 1348 Florence, Arizona 85132 United States
--	---

Security Information

Company Security Level (blank)	Highest Level Employee Security Level (blank)
--	---

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
---------	-------------	-------------

Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121) (blank)	Number of Employees (in accordance with 13 CFR 121) (blank)
---	---

Location

Annual Receipts (in accordance with 13 CFR 121) (blank)	Number of Employees (in accordance with 13 CFR 121) (blank)
---	---

Industry-Specific

Barrels Capacity
(blank)

Megawatt Hours
(blank)

Total Assets
(blank)

Electronic Data Interchange (EDI) Information

This entity did not enter the EDI information

Disaster Response

This entity does not appear in the disaster response registry.