

**1. PARTIES**

This Amendment (the "Amendment") to the Original Grant shown on the Signature and Cover Page for this Amendment (the "Grant") is entered into by and between the Grantee, and the State.

**2. TERMINOLOGY**

Except as specifically modified by this Amendment, all terms used in this Amendment that are defined in the Grant shall be construed and interpreted in accordance with the Grant.

**3. AMENDMENT EFFECTIVE DATE AND TERM**

**A. Amendment Effective Date**

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date, and shall have no obligation to pay Grantee for any Work performed or expense incurred under this Amendment either before or after of the Amendment term shown in **§3.B** of this Amendment.

**B. Amendment Term**

The Parties' respective performances under this Amendment and the changes to the Grant contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment or **January 1, 2018**, whichever is later, and shall terminate on the termination of the Grant.

**4. PURPOSE**

Extend the Year 1 project (01/01/17-12/31/2017) for another year (Year 2 - 01/01/17-12/31/2018), in accordance with the original solicitation. The original grant agreement contained information specific to the Year 1 work. This amendment reflects the Year 2 work.

**5. MODIFICATIONS**

The Grant and all prior amendments thereto, if any, are modified as follows:

**A.** The Grant Maximum Amount table on the Grant's Signature and Cover Page is hereby deleted and replaced with the Current Grant Maximum Amount table shown on the Signature and Cover Page for this Amendment.

**B.** Payment to Grantee, Use of Funds- Paragraph **§7.C** is replaced with the following:

"Grant Funds shall be used only for eligible costs identified herein and/or in the Budget. Grantee may adjust the amounts between each line item of the Budget without formal modification to this Agreement as long as the Grantee provides notice to the State of the change and the State approves the change, the change does not modify the total maximum amount of this Agreement and the change does not modify any requirements of the Work."

**C.** Exhibit A1 – Special Conditions. The attached **Exhibit A1** is incorporated herein and **appends** the original grant agreement.

**D.** Exhibit A2 – Grant Requirements

**i.** §8.a.3.c is replaced with the following sentence: (c) Use the phrase—"This project was supported by federal grant(s) 2016-WF-AX-0017, and 2017-WF-AX-0038, awarded

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by the Office of Justice Programs (OJP), Office on Violence Against Women, US Department of Justice, issued by the Colorado Division of Criminal Justice.”

ii. **§10 Federal Funding Grid is replaced with the following grid:**

Federal Award Number	2016-WF-AX-0017	2017-WF-AX-0038
CFDA Number	16.588	16.588
Federal Award Office, Agency	Office of Justice Programs (OJP), Office on Violence Against Women	Office of Justice Programs (OJP), Office on Violence Against Women
Federal Award Date	9/27/2016	9/28/2017
Total Amount of Federal Award (this is not the amount of this grant agreement)	\$ 2,616,466	\$ 2,594,787
Total Amount of Federal Funds Obligated for ALL projects from DCJ for the above listed funding source for this Grantee	\$ 254,258	\$ 254,258
Is this Award for Research and Development (R&D)?	No	

E. Exhibit A4 – Additional Federal Requirements. The following Federal Requirements listed be below **append** the original grant agreement, and are incorporated herein. The following federal requirements are imposed by the Federal sponsoring agency concerning special requirements of law. These requirements apply to this Agreement and must be passed on to subgrants and subcontractors.

The following federal requirements documents, if checked, are incorporated herein. These documents are located on the DCJ Grants website and may also be obtained from DCJ upon request.

- 2017 FEDERAL REQUIREMENTS
- 2015 & 2016 FEDERAL REQUIREMENTS
- 2014 FEDERAL REQUIREMENTS

F. Exhibit B1 – Statement of Work. The attached Exhibit B1 is incorporated herein and **appends the original grant agreement Year 1** (01/01/17-12/31/17) Statement of Work by adding additional requirements for Year 2 (01/01/18-12/31/18) Statement of Work.

G. Exhibit B2 – Budget and Budget Narrative. The original grant agreement Year 1 (01/01/17-12/31/17) unexpended approved budget items may be expended in Year 2 (01/01/18-12/31/18).

H. Exhibit B2 – Budget and Budget Narrative. The attached Exhibit B2 is incorporated herein and **appends the original grant agreement Year 1** (01/01/17-12/31/17) Budget and Budget

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Narrative by adding additional requirements for **Year 2** (01/01/18-12/31/18) Budget and Budget Narrative.

**6. LIMITS OF EFFECT AND ORDER OF PRECEDENCE**

This Amendment is incorporated by reference into the Grant, and the Grant and all prior amendments or other modifications to the Grant, if any, remain in full force and effect except as specifically modified in this Amendment. Except for the Special Provisions contained in the Grant, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Grant or any prior modification to the Grant, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special Provisions contained in the Grant to the extent that this Amendment specifically modifies those Special Provisions.

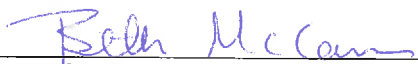
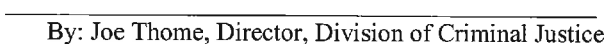
# AMENDMENT # 1

## SIGNATURE AND COVER PAGE

<b>State Agency</b> Colorado Department of Public Safety		<b>Original (CY17) Grant Numbers</b> DCJ Grant #: 2016-VW-16-013802-02 CMS #: 94501
<b>Grantee</b> City and County of Denver		<b>Amendment (CY18) Grant Numbers</b> DCJ Grant #: 2017-VW-18-013802-02 CMS #: 105724
<b>Current Grant Maximum Amount</b>		<b>Grant Performance Beginning Date</b> 1/1/2017
<b>Initial Term</b>		
2015-WF-AX-0026 (7/1/2015 to 6/30/2018)	\$ 0	<b>Current Grant Expiration Date</b> 12/31/2018
2016-WF-AX-0017 (7/1/2016 to 6/30/2019)	\$ 254,258	
<b>Extension Terms</b>		
2016-WF-AX-0017 (7/1/2016 to 6/30/2019)	\$ 0	
2017-WF-AX-0038 (7/1/2017 to 6/30/2019)	\$ 254,258	
<b>Total for All Federal Awards</b>		
	<b>\$ 508,516</b>	

### THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

<p style="text-align: center;"><b>GRANTEE</b> City and County of Denver</p> <p style="text-align: center;"> By: Beth McCann, Denver District Attorney</p> <p style="text-align: center;">Date: <u>11/8/17</u></p>	<p style="text-align: center;"><b>STATE OF COLORADO</b> John W. Hickenlooper, Governor Colorado Department of Public Safety Stan Hilkey, Executive Director</p> <p style="text-align: center;"> By: Joe Thome, Director, Division of Criminal Justice</p> <p style="text-align: center;">Date: _____</p>
<p>In accordance with §24-30-202 C.R.S., this Amendment is not valid until signed and dated below by the State Controller or an authorized delegate.</p> <p style="text-align: center;"><b>STATE CONTROLLER</b> <b>Robert Jaros, CPA, MBA, JD</b></p> <p style="text-align: center;">By: _____ Lyndsay J. Clelland, Colorado Department of Public Safety, Division of Criminal Justice, Contracts and Grants Coordinator</p> <p style="text-align: center;">Amendment Effective Date: _____</p>	

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## EXHIBIT A1 -SPECIAL CONDITIONS

The following program specific requirements are imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements. These requirements apply to this Agreement and must be passed on to subgrant award recipients.

The following Special Conditions documents, if checked, are incorporated herein. These documents are located on the DCJ Grants website and may also be obtained from DCJ upon request.

- 2017 Violence Against Women Act (VAWA) Special Conditions
- 2015 & 2016 - Violence Against Women Act (VAWA) Special Conditions
- 2014 Violence Against Women Act (VAWA) Special Conditions
- 2017 Sexual Assault Services Program (SASP) Special Conditions
- 2015 & 2016 - Sexual Assault Services Program (SASP) Special Conditions
- 2017 Victims of Crime Act (VOCA) Special Conditions
- 2015 & 2016 - Victims of Crime Act (VOCA) Special Conditions

Additional Program Specific Conditions applicable to this Agreement.

1. **Emergency Financial Assistance for Victims:** Payments for financial assistance for victims cannot be made directly to victims, including the use of gift cards, and can only be used for eligible purposes as described in Section(s) 29 CFR Part 94.119 (a), (k), (l).

## **EXHIBIT B1 - STATEMENT OF WORK (Project Summary)**

### **Project Summary:**

Include a brief description of your project. Include target population, estimated number to be served annually and services to be provided. See instructions for further information. (maximum length = 1,000 characters)

The Denver DA's Office requests funding for the Domestic Violence and Sexual Assault Intervention Project to enhance a collaborative system response to domestic violence and sexual assault cases prosecuted by the Denver DA's Office. The grant will support .50 FTE for the Sexual Assault Prosecutor to improve the investigation and prosecution of sexual assaults, including collaboration with higher education campuses to ensure the integrity and coordination of concurrent criminal and Title IX investigations. The grant also supports the 1.0 FTE Program Director for the Domestic Violence Early Intervention Program to supervise advocacy to 550 misdemeanor domestic violence victims, oversee the Triage Review Team, provide risk assessment in over 2,200 cases, and facilitate transition of these services into the Rose Aandom Center. Funding is also sought for .50 FTE Domestic Violence Prosecution Specialist to provide consultation, training and technical assistance in domestic violence cases.

### **Project Description:**

Describe in a clear and succinct way the project, staff and services you plan to provide with these grant funds. See instructions for further information. (maximum length = 6,500 characters)

The opening of the Rose Adom Center (RAC) in late June 2016 represents the culmination of many years' work toward enhancing Denver's coordinated community response to domestic violence crimes. The Denver District Attorney's Office, largely through prior VAWA funding, has provided leadership in every step of the planning and implementation of this important project. The Rose Adom Center is Colorado's first family justice center, bringing seven city agencies and over 15 community-based organizations under one roof to better serve domestic violence victims and their children. This collaborative approach will facilitate easier access to a broad range of services that victims often need, enhance coordination of criminal and civil justice based interventions, along with community resources to improve victim safety and offender accountability. The Denver District Attorney's Office will continue to have a significant presence and will integrate the work of the Domestic Violence and Sexual Assault Intervention Project into the RAC as we continue to enhance our response to domestic violence and sexual assault crimes.

Funds are requested for the 1.0 FTE Program Director of the Domestic Violence Early Intervention Team, who supervises advocacy and intervention on misdemeanor domestic violence cases and oversees the Domestic Violence Triage Review Team. The Program Director, Margaret Abrams, provided leadership in the planning process for the Rose Adom Center, and she will continue to facilitate coordination of the Denver DA's Office services within the Center. The Triage Review Team, comprised of Denver's system-based criminal justice partners as well as SafeHouse, Project Safeguard, the Denver DV Coordinating Council and Colorado Legal Services, is critical to providing a multidisciplinary assessment of the case, coordinating intervention and initiating outreach to victims. The Team meets daily to conduct risk assessment on each case (city, misdemeanor and felony), coordinates victim contact and initiates immediate outreach and services to the victim.

The Program Director will continue to oversee the DV Early Intervention Advocacy, in making early contact with all victims of the Denver DA's Office misdemeanor cases. The DA staff will have a significant presence at the Rose Adom Center, with an increased ability to make victim contact early on, link victims into other resources to assist with safety needs, and coordinate victim needs with criminal justice intervention. The Program Director will also organize and provide on-going training for the County Court Deputy DA's and Advocates on domestic violence dynamics, working with recanting victims, crafting appropriate plea offers, voire dire and use of expert witness testimony. The Program Director is also regularly endorsed as an expert witness and available to provide such testimony as needed.

Based on the success of the Sexual Assault Prosecutor position, we have recently developed a similar position for a Domestic Violence Prosecution Specialist. The opening of the Rose Adom Center provides ideal timing to further enhance the coordination and quality of investigations and prosecution of these frequently challenging cases. Many domestic violence victims do not see criminal justice intervention as a helpful solution, and are understandably reluctant to participate in the investigation and prosecution of their abuser. The Office on Violence Against Women has provided funding to develop this as a .50 position in 2016 and through 2018, and we are seeking .50 FTE funds from this grant to increase the position to full time in 2017. This position will be based out of the RAC, where detectives with the Domestic Violence Investigation Unit will also work. The DV Prosecution Specialist will work closely with the detectives on an on-call basis to provide any investigation assistance or legal consultation to help strengthen cases prior to initial review by the Denver DA's Office, and be available to consult on intake and filing decisions. This position



will oversee the domestic violence intake process, review search warrants, offer suggestions on additional investigation, participate in victim meetings and interviews and consult on legal issues. The DV Prosecution Specialist will also participate on the DV Triage Review Team and the High-Risk Offender Review Committee as needed to help ensure proper filing decisions are made and all available legal intervention options are considered with offenders who are escalating or considered high risk.

The Sexual Assault Prosecutor will also work closely with law enforcement, prosecutors and community agencies to improve the investigation and prosecution of sexual assaults. Filing rates of sexual assault cases, and in particular non-stranger cases, are generally low due to the complicated dynamics of the evidence in the crime. The SA Prosecutor will work to increase these rates by coordinating with law enforcement as an on-call resource to the Denver Police Department Sexual Assault Unit to consult on legal issues and strengthen cases prior to initial review by the Denver DA's Office. The SA Prosecutor will conduct trainings to prosecutors, first responders, medical personnel, victim services agencies and law enforcement with a goal to ensure that national best practices are met and exceeded. In the event that a case cannot be filed, the SA Prosecutor and detectives will provide victim-sensitive follow-up to victims who request an explanation. The SA Prosecutor will provide a second opinion in all cases initially refused for filing. Maintaining this position is critical in order to increase filing rates and improve victim services to sexual assault victims in a sensitive manner.

The Sexual Assault Prosecutor will continue his active role with SAIC's Title IX Working Group to promote cooperation among criminal justice professionals, victim service providers and educational institutions in providing services and assistance to students and employees who are involved in a crime related to an allegation of sexual contact, domestic violence and/or stalking. Additionally, the group is working to achieve signed agreements between educational institutions and local police departments to share information where appropriate and, in compliance with state and federal statute, regarding a Title IX and/or criminal investigation. To date, two agreements have been signed and implementation is underway.

**Purpose Area:** Prosecution, Systems Improvements

Check only those project purpose areas that describe the type of activities and services for which you are requesting funds. See instructions for further information.

**Does your agency assist victims with applying for Victim's Compensation?** Yes

**Does your agency utilize volunteers?** Yes

**Victims Services Type of Crime:**

Provide only the number of victims who will receive services from Crime Victims Services (CVS) grant funded personnel during the 12-month period. See instructions for further information.

Type of Crimes	Est. # of Victims
Adult Physical Assault	
Adult Sexual Assault	60
Adults Sexually Abused/Assaulted as Children	
Arson	
Bullying (Verbal, Cyber or Physical)	
Burglary	
Child Physical Abuse or Neglect	
Child Pornography	
Child Sexual Abuse/Assault	
Domestic and/or Family Violence	500
DUI/DWI Incidents	
Elder Abuse or Neglect	
Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other	
Human Trafficking: Labor	
Human Trafficking: Sex	
Identity Theft/Fraud/Financial Crime	
Kidnapping (includes parental, custodial)	
Mass Violence (domestic/international)	
Other Vehicular Victimization (e.g. hit & run)	
Robbery	
Stalking/Harassment	
Survivors of Homicide Victims	
Teen Dating Victimization	
Terrorism (domestic/international)	
Violation of a Court (Protective) Order	
Other - please explain	
<b>UNDUPLICATED TOTAL</b>	<b>560</b>

### Victims Services Type of Services:

No single entry/category in this table can exceed the TOTAL NUMBER OF VICTIMS in the table above.

Type of Services	Est. # of Victims
<b>Information &amp; Referral</b>	
Information about the criminal justice process	
Information about victim rights, how to obtain notifications, etc.	
Referral to other victim service programs	
Referral to other services, supports & resources (legal, medical, faith-based, address confidentiality, etc.)	
<b>Personal Advocacy/Accompaniment</b>	
Victim advocacy/accompaniment to emergency medical care	
Victim advocacy/accompaniment to medical forensic exam	
Law enforcement interview advocacy/ accompaniment	
Individual advocacy (assistance in applying for public benefits, return of personal property)	

Performance of medical forensic exam or interview, or medical evidence collection	
Immigration assistance	
Intervention with employer, creditor, landlord, or academic institution	
Child or dependent care assistance (provided by your agency)	
Transportation assistance (provided by your agency)	
Interpreter services	
<b>Emotional Support or Safety Services</b>	
Crisis intervention (in-person, includes safety planning)	
Hotline/crisis line counseling	
Individual counseling	
On-scene crisis response	
Therapy (including alternative healing, art, play, etc.)	
Support groups (facilitated or peer)	
Emergency financial assistance (includes petty cash, payment for food/clothing, taxis, meds, durable medical equipment)	
<b>Shelter/Housing Services</b>	
Emergency shelter or safe house	
Transitional housing	
Relocation assistance	
<b>Criminal/Civil Justice System Assistance</b>	
Notification of criminal events	
Victim impact statement assistance	
Restitution assistance	
Emergency justice-related assistance	
Civil legal attorney assistance in obtaining protection order	
Civil legal attorney assistance with family law issues (custody, visitation or support)	
Other civil legal attorney assistance (e.g. landlord/ tenant, employment)	
Immigration attorney assistance	
Prosecution interview/advocacy/accompaniment (includes victim/witness)	
Criminal advocacy/accompaniment	
Civil advocacy/accompaniment (includes victim advocate assisting with protection orders)	
Other	

**Law Enforcement Type of Services:**

Complete this section if you are requesting funds for a Law Enforcement Officer or Investigator who will handle domestic violence, sexual assault, stalking, and/or dating violence cases/incidents for victims age 11 and older. Estimate the number of cases/incidents that will be handled by grant funded personnel during the first year of the grant period. Complete only those that apply.

Type of Crime	Est. # Cases / Incidents
Calls for Assistance (911 & other)	
Incident Reports	
Cases/Incidents Investigated	
Arrests	

Dual Arrests	
Protection/Ex Parte/Temporary Restraining Orders Served	
Arrests for Violation of Bail Bond	
Enforcement of Warrants	
Arrests for Violation of Protection Orders	
Protection Orders Issued	
Referrals of Cases to Prosecutor	
Referrals of Federal Firearms Charges to Federal Prosecutor	
Forensic Medical Evidence	

### Prosecution Type of Cases:

Complete this section if you are requesting funds for a Prosecutor or Investigator who will handle domestic violence, sexual assault, stalking, and/or dating violence cases/ incidents for victims age 11 and older. Estimate the number of cases/incidents that will be handled by grant funded personnel during the first year of the grant period. Complete only those that apply.

Type of Crime	Est. # Cases / Incidents
Misdemeanor Sexual Assault	
Felony Sexual Assault	70
Homicide Related to Sexual Assault, Domestic Violence or Stalking	
Domestic Violence/Dating Violence Ordinance	
Misdemeanor Domestic Violence/Dating Violence	75
Felony Domestic Violence/Dating Violence	75
Stalking Ordinance	
Misdemeanor Stalking	
Felony Stalking	10
Violation of Protective Order	
Violation of Bail	
Violation of Probation or Parole	
Violation of Other Court Order	

### Training Area:

This table should only be completed if you are requesting funds for a FORMAL training project for professionals/volunteers, primarily outside your agency, who work directly with victims. There are only two eligible categories of training activities: 1) Training on domestic violence, sexual assault, stalking, and dating violence or; 2) Statewide or multi-jurisdictional training pertaining to victim assistance. This DOES NOT include outreach trainings/presentations about your program, or in-house staff/volunteer training. Refer to the Instructions for further details.

People Trained	Est. # Trained
Advocacy Organization Staff (NAACP, AARP)	
Attorneys/Law Students (Non Prosecutors)	
Batterer Intervention Program Staff	
Correction Personnel (probation, parole, and correctional facilities)	
Court Personnel (judges, clerks)	
Disability Organization Staff (non-governmental)	

Educators (teachers, administrators)	
Elder Organization Staff (non-governmental)	
Faith-based Organization Staff	
Government Agency Staff (vocational rehabilitation, food stamps, TANF)	
Health Professionals (doctors, nurses – not including SANE or SAFE's)	
Immigrant Organization Staff (non-governmental)	
Law Enforcement Officers	
Legal Services Staff (not including attorneys)	
Mental Health Professionals	
Military Command Staff	
Multidisciplinary Group	
Prosecutors	
Sex Offender Treatment Providers	
Sexual Assault Nurse/Forensic Examiners	
Social Service Organization Staff (food bank, homeless shelter)	
Substance Abuse Organization Staff	
Supervised Visitation and Exchange Center Staff	
Translators/Interpreters	
Tribal Government/Tribal Government Agency	
Victim Advocates (non-governmental, includes sexual assault, domestic violence and dual)	
Victim Assistants (governmental, includes victim-witness specialists/coordinators)	
Volunteers	
Other	
UNDUPLICATED TOTAL	0

**Systems Improvement Area:** Coordinated Response to Sexual Assault, Multidisciplinary Coordinated Response, Coordinated Response to Domestic Violence, Policies, Protocols, Orders, Collaborative, Community based System Improvement

Check only those system improvement areas that describe the type of activities and services for which you are requesting funds. See instructions for further information See instructions for further information and examples of systems improvement projects.

## EXHIBIT B1 - STATEMENT OF WORK (Goals and Objectives)

Applicants are limited to three goals with no more than three objectives for each goal. Objectives must be measurable and related to the personnel/consultants requested in the grant and any match personnel.

**Goal 1:** Continue to strengthen the collaboration between Denver’s criminal justice agencies and community-based services to help ensure coordinated, timely interventions to victims and more appropriate sanctions and containment of perpetrators.

	Objective/Position Title Responsible	Intended Outcome/Impact	Data Collection	Timeframe
1.1	Coordinate daily meetings of the Triage Review Team to conduct risk assessment and coordinate intervention and outreach to approximately 200 DV cases per month. Referrals to community-based agencies for services will be offered to all victims based on the specific needs of each case. The Triage Review Team will meet monthly to receive training, identify interventions, and/or develop problem solving strategies to resolve identified and emerging issues. The Program Director and Triage Coordinator will oversee the work of the Triage Review Team.	The Triage Review Team will utilize their collective impact to assess and reduce risk to victims, identify trends and coordinate interventions strategies most appropriate to the specific cases.	Staff documentation, Triage Review Team database.	During the 12 month grant period.
1.2	The Program Director will work with criminal justice and community partners to evaluate and enhance the role of the Triage Review Team, including piloting a new case review process for on-going and/or non-traditional cases. The new case review process will allow all partners the ability to bring cases to the Team for review – to recognize and discuss risk factors, identify resources, and assist in safety planning – regardless of whether the case/incident has been reported to law enforcement. The new case review process will compliment the current Triage Review Team’s process and help connect even more victims to services. It is anticipated that the new case review process will review approximately 5 cases per month.	The scope and expertise of the Triage Review Team will be broadened to better serve victims regardless of their choice to report their victimization to police.	Triage Review Team database	During the 12 month grant period.

	<b>Objective/Position Title Responsible</b>	<b>Intended Outcome/Impact</b>	<b>Data Collection</b>	<b>Timeframe</b>
1.3	The High Risk Offender Team (HROT) is a group of law enforcement based individuals (District Attorney, City Attorney, Denver Police Department Domestic Violence Unit, Denver Police Department Fugitive Unit and Witness Protection) who are committed to immediate response when activated. Upon activation and assessment the HROT will contact all needed parties (such as probation, Department of Human Services, Parole, community based organizations, Dumb Friends League, Pre-trial Services, etc.) as needed for victim safety and suspect apprehension.	Victims will feel safer and that the criminal justice system is responsive to their concerns and fears.	The Triage Database will be updated and expanded to document the work of this specific team, including additional charges, offender supervision, enhanced victim safety planning, etc. as a result of the HROT response.	During the 12 month grant period.

**Goal 2 (If needed):** Enhance the expertise and skill level of Denver DA County Court prosecutors and advocates to help ensure the most appropriate intervention in misdemeanor domestic violence cases prosecuted by the Denver District Attorney's Office.

	<b>Objective/Position Title Responsible</b>	<b>Intended Outcome/Impact</b>	<b>Data Collection</b>	<b>Timeframe</b>
2.1	The Program Director and Domestic Violence Prosecution Specialist will be available to provide one-on-one and/or group training and consultation as needed to the County Court prosecutors and victim advocates to increase their understanding and skill in effectively prosecuting domestic violence cases and working with domestic violence victims. The Program Director and/or Domestic Violence Prosecution Specialist will meet with the County Court prosecutors as a group at least twice per year.	The County Court prosecution team will be more knowledgeable as to the dynamics of domestic violence allowing them to be better able to recognize victims' needs and connect victims to services. This will lead to better outcomes for victims.	List of trends and training topics covered throughout the year.	During the 12 months of the grant period.
2.2	The Program Director and Triage Coordinator will work collaboratively with the Early Intervention Team Advocates regarding the interventions and advocacy provided to victims in misdemeanor domestic violence cases. The Program Director and Triage Coordinator will meet at least quarterly with County Court Victim Advocates to discuss issues, identify resources, and determine ways to better connect victims to resources available at the Rose Andom Center.	Increase in the Early Intervention Team Advocates bringing victims to and having victims utilize the services at the Rose Andom Center.	Internal data on case tracking will reflect when victims are reached and what resource and information is given them.	During the 12 months of the grant period.

2.3	<p>The Domestic Violence Prosecution Specialist will work daily with DV detectives, at the Rose Andom Center, to ensure that effective investigations are being done and that successful cases are being filed. The Specialist will provide training to prosecution, law enforcement and community based organizations from around the state regarding best practices and effective techniques. The specialist will also create and head the High Risk Offender Team.</p>	<p>To have DA prosecutors and advocates readily available to victims accessing the Rose Andom Center, and to increase the quality of investigations and cases filed. It is anticipated that through more consistent communication among all partners, more victims may choose to report their abuse, and through better investigations, more cases will be filed at the appropriate level.</p>	<p>Data will be kept on what type of trainings were provided and if any of these trainings were in response to needs identified through the daily contact with the detectives and prosecution partners.</p>	<p>During the 12 months of the grant period.</p>
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**Goal 3 (If needed):** The Sexual Assault Prosecutor and Domestic Violence Prosecution Specialist will evaluate the quality of sexual assault and domestic violence prosecution to align with national best practices and to train and collaborate with law enforcement and community partners to improve victims services to sexual assault and domestic violence victims in the City and County of the Denver.

	Objective/Position Title Responsible	Intended Outcome/Impact	Data Collection	Timeframe
3.1	The Sexual Assault Specialist will ensure a second review of 100% of sexual assault refusals for potential filing. In addition, will partner with Denver Police Department to act as an "on-call" resource for questions regarding investigations, warrants, observation of suspect or witness interview to file a least 70 case in 2018.	Sexual Assault case filings will increase as a result of having a 2nd review by a prosecutor with specialized knowledge of sexual assault cases. Law enforcement case preparation will also be enhanced by the consultation with the sexual assault special prosecutor.	Staff documentation of the number of cases received, reviewed and filed. This will include documentation of the types of investigative and legal issues faced in the process.	During the 12 months of the grant period.
3.2	Expand knowledge base of prosecuting attorney, law enforcement partners and community agencies as to the complex dynamics of non-stranger sexual assault and domestic violence by consulting/joining in trial prep with 6 DA deputies; 10 trainings for police officers/detectives, victim advocates and staff of local agencies to train their constituents in a culturally relevant manner on legal sexual assault, domestic violence and title IX issues including preserving evidence and how to report so that constituents understand the criminal justice system and thus increase reporting.	Through the consultations and trainings there will be better understanding of the complex dynamics of non-stranger sexual assault and domestic violence cases for the attorneys, law enforcement and community service providers. The quality of the sexual assault and domestic violence prosecutions will improve resulting in increased convictions. Deputy District Attorney's knowledge of the complexities of sexual assaults and domestic violence will be increased through the consultation. Less experienced deputies will have the opportunity to develop foundational skill sets for use in future cases.	Staff documentation of number of trainings	During the 12 months of the grant period.
3.3	The Sexual Assault Prosecutor will facilitate the coordination of Denver Police Department, District Attorney Office and college and university offices on policy surrounding victim interviews that comply with DPD and DA requirements along with Title IX mandates.	Policy and protocols will be developed and implemented	Actual policies and protocols developed.	During the 12 months of the grant period.

**Quality Assurance Plan:**

Describe the approach for evaluating the project in response to the stated objectives, intended outcomes/impact and data collection. See instructions for further information. (maximum length = 5,000 characters)

The Domestic Violence Early Intervention Program Director will ensure that all of the collaborative work of the Triage Review Team is captured in the database system. We are requesting funds to update the 'platform' currently used and make necessary revisions to track the additional activities with development of the High Risk Offender Review Committee and the DV Prosecution Specialist. This system collects all relevant case information both within the criminal justice and community-based agencies. This data includes but is not limited to: number of cases reviewed, types and status of cases, risk factors identified, number of victims requesting outreach from community partners, and intervention strategies. The database will be modified to incorporate the new data from the High Risk Offender Review Committee, which will track and review repeat and/or high-risk offenders and subsequent interventions.

Triage All-Team meetings are held monthly to review the aggregate data, provide on-going cross training and assess trends and systemic issues. The Triage Management Team meets at least quarterly to assess the status of goals and objectives and make recommended adjustments, solutions and changes to protocols and policies. The Program Director will be instrumental in convening and facilitating the Triage All-Team and Management Team and expanding their role within the Rose Adom Center by evaluating partner roles, orienting new partners and assessing the effectiveness of the Team. The Triage Review Team will provide the core structure for coordination of services to victims who are utilizing the Rose Adom Center.

The Program Director will collect and compile all training evaluation forms. Case disposition data will be monitored quarterly to assess the conviction rates in misdemeanor cases to help ascertain the impact of the trainings. In addition, internal Denver DA case tracking will be assessed to see when victims are reached and what resources and information is provided. The results will be shared with the County Court and Family Violence Unit teams, at which time changes are made if necessary.

The Sexual Assault Prosecutor and the Domestic Violence Prosecution Specialist maintain data on number of cases received, reviewed and subsequent filing decisions, as well as types of investigative and legal issues faced in the process. In addition, the prosecutors also track topics covered in consultations with Denver DA deputies. Each will incorporate the information into the planned trainings with Deputies, Victim Advocates, Law Enforcement and community providers that results in enhanced case preparation, improved prosecutions and enhanced services to victims.

The intended impact of the project goals and objectives is all geared toward increasing the victims' safety and quality of life, their understanding of a sometimes overwhelming and intrusive process, and improving the criminal justice system's ability to hold offenders appropriately accountable.

## EXHIBIT B2- BUDGET AND BUDGET NARRATIVE (Budget: Personnel)

Each position must be listed separately and be accompanied by a description that provides justification for the amount requested and details the basis for determining the cost of each position. For each position, explain how the salary and fringe benefit rates were determined. See instructions for further information.

### PERSONNEL (TOTALS SUMMARY)

	Annual Amount (\$)	Total to be Paid by Grant Funds (\$)
<b>Totals</b>	\$408,732	\$254,258
Position Title	Annual Amount (\$)	Total To Be Paid By Grant Funds (\$)
Program Director – Sasha Hutchings	\$99,784	\$99,784
DV Prosecution Specialist - Allison Rocker	\$154,474	\$77,237
Sex Assault Prosecutor – Isabel Pallares	\$154,474	\$77,237

## Personnel Details

**Position Title and Name:** Program Director – Sasha Hutchings

	Annual Amount (\$)	% To Be Paid By Grant Funds	Total To Be Paid By Grant Funds (\$)
<b>Salary</b>	\$74,382	100.00%	\$74,382
<b>Fringe</b>	\$25,402	100.00%	\$25,402
<b>TOTALS</b>	<b>\$99,784</b>		<b>\$99,784</b>

**Hours per week position works for agency:** 40

**Budget Narrative and Justification:**

(maximum length = 1,000 characters)

**Program Director – Sasha Hutchings**

The Program Director will supervise advocacy of misdemeanor domestic violence victims, oversee the multidisciplinary Triage Review Team, providing risk assessment in cases, & facilitates transition of services into the Rose Aandom Center(RAC). Salary and benefits are based on Denver Career Services pay scale, with a standard benefit package of 34.15% that includes FICA 7.65, Retirement (DERP) 11.5%, health13.43%, dental1%, and life insurance .57%. Salary of \$74,382 + benefits \$25,402 = \$99,784.

## Personnel Details

**Position Title and Name:** DV Prosecution Specialist - Allison Rocker

	Annual Amount (\$)	% To Be Paid By Grant Funds	Total To Be Paid By Grant Funds (\$)
<b>Salary</b>	\$115,150	50.00%	\$57,575
<b>Fringe</b>	\$39,324	50.00%	\$19,662
<b>TOTALS</b>	<b>\$154,474</b>		<b>\$77,237</b>

**Hours per week position works for agency:** 40

**Budget Narrative and Justification:**

(maximum length = 1,000 characters)

The DV Prosecution Specialist will oversee prosecution of state domestic violence cases, identify & coordinate training on “best practices” in evidence-based prosecution to all deputies and other Project Partners, consult with the Triage Review Team and participate on the High Risk Offender Review Committee to ensure coordinated response with the most appropriate legal interventions for cases, victim safety and offender containment are met, coordinate and consult on investigation efforts with Denver PD-DV Detectives, provide ongoing training to detectives, patrol and prosecutors regarding investigations. This is a full-time position with the grant funding .50 FTE is funded by the OVW Arrest grant. Annual salary is \$115,150 based on the Career Service Authority Schedules, with benefits package of 34.15% that includes FICA 7.65, Retirement (DERP) 11.5%, health 13.43%, dental 1%, and life insurance .57%. Total request is for .50 FTE salary of \$57,575 + \$19,662 benefit = \$77,237.

## Personnel Details

**Position Title and Name:** Sex Assault Prosecutor – Isabel Pallares

	Annual Amount (\$)	% To Be Paid By Grant Funds	Total To Be Paid By Grant Funds (\$)
<b>Salary</b>	\$115,150	50.00%	\$57,575
<b>Fringe</b>	\$39,324	50.00%	\$19,662
<b>TOTALS</b>	\$154,474		\$77,237

**Hours per week position works for agency:** 40

**Budget Narrative and Justification:**

(maximum length = 1,000 characters)

The Sex Assault Prosecutor will continue to work closely with law enforcement, prosecutors and community agencies to improve the investigation and prosecution of sexual assaults (approximately 80 cases) and work on protocols for best practices in handling Title IX cases. This prosecutor will also coordinate and consult with the Triage Review Team on sex assault cases as requested. Salary and benefits are based on Denver Career Service pay scale, with benefit package of 34.15% that includes FICA 7.65, Retirement (DERP) 11.5%, health 13.43%, dental 1%, and life insurance .57%. Annual salary for SA Prosecutor is \$ 115,150. The total request is for .50 FTE salary of \$57,575 + \$19662 benefits = \$77,237

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Personnel Match)

		Amount Recommended/ Requested (\$)	Match (\$)
<b>Total</b>		\$254,258	\$84,753
Item	Type of Match	Budget Narrative and Justification	Total (\$)
Sex Assault Prosecutor – Isabel Pallares	Cash	The Sex Assault Prosecutor will continue to work closely with law enforcement, prosecutors and co...	\$77,237
Special Programs Director Steve Siegel	Cash	Steve Siegel, Special Programs Director – This includes administration of the Denver VALE Board,...	\$7,516

## Personnel Details (Match)

**Item:** Sex Assault Prosecutor – Isabel Pallares

**Type of Match:** Cash

### **Budget Narrative and Justification:**

Please include in your description the source of match funds (i.e. local VALE, etc.) (maximum length = 1,000 characters)

The Sex Assault Prosecutor will continue to work closely with law enforcement, prosecutors and community agencies to improve the investigation and prosecution of sexual assaults (approximately 80 cases) and work on protocols for best practices in handling Title IX cases. This prosecutor will also coordinate and consult with the Triage Review Team on sex assault cases as requested. Salary and benefits are based on Denver Career Service pay scale, with benefit package of 34.15% that includes FICA 7.65, Retirement (DERP) 11.5%, health 13.43%, dental 1%, and life insurance .57. Annual salary for SA Prosecutor is \$ 115,150. The remaining half of the Sex Assault Prosecutor's salary of \$57,575 + \$19,662 benefits = \$77,237 will be used for match.

**Total(\$):** \$77,237

## Personnel Details (Match)

**Item:** Special Programs Director Steve Siegel

**Type of Match:** Cash

### **Budget Narrative and Justification:**

Please include in your description the source of match funds (i.e. local VALE, etc.) (maximum length = 1,000 characters)

Steve Siegel, Special Programs Director – This includes administration of the Denver VALE Board, the creation and/or supervision of cutting edge Criminal Justice Programs These programs include Witness Protection Program, Victim Services Network (VSN), Juvenile Diversion Program, Domestic Violence Integrated Project, the Rose Adom Family Justice Center, Elder Abuse Forensic Center. He also sits on various committees that the develop interagency protocols that have been replicated nationwide on Domestic Violence, Sexual Assault, Child Abuse, and Victimization of the Elderly and Disabled. He will continue to be Andrew Luxen's supervisor. Salary and benefits are based on the City and County Career Service pay scale. Salary is \$115,296 + \$39,374 in benefits. Denver has a benefit package that includes FICA 7.65%, Retirement (DERP) 11.5% health 13.43%, dental 1.0% and life insurance .57%.

7% of Mr. Siegel's salary will be used for required match of \$7,516.

**Total(\$):** \$7,516

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Supplies & Operating)

Each item must be listed and be accompanied by a description that provides justification for the budget items and details the basis for determining the cost of each item. See instructions for further information.

### Totals Summary

		<b>Amount Recommended/ Requested (\$)</b>
Total		\$0
<b>Item</b>	<b>Budget Narrative and Justification</b>	<b>Total (\$)</b>
This list contains no items		



# EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Supplies & Operating Match)

## Totals Summary

		Amount Recommended/ Requested (\$)	Match (\$)
Total		\$0	\$0
Item	Type of Match	Budget Narrative and Justification	
Total (\$)			
This list contains no items			

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Travel)

Each travel request must be listed and accompanied by a description that provides justification for the items and details the basis for determining the cost of each item. For each item requested, explain the relationship of each travel related item to the project. See instructions for further information.

### Totals Summary

		<b>Amount Recommended/ Requested (\$)</b>
Total		\$0
<b>Item</b>	<b>Budget Narrative and Justification</b>	<b>Total (\$)</b>
This list contains no items		

# EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Travel Match)

## Totals Summary

		Amount Recommended/ Requested (\$)	Match (\$)
<b>Total</b>		\$0	\$0
Item	Type of Match	Budget Narrative and Justification	
Total (\$)			
This list contains no items			

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Equipment)

Each piece of equipment must be listed and be accompanied by a description that provides justification for the budget items and details the basis for determining the cost of each item. For each item listed, explain why the proposed equipment is essential to implementing the project. See instructions for further information.

### Totals Summary

Total		<b>Amount Recommended/ Requested (\$)</b>	\$0
Item	Budget Narrative and Justification	Total (\$)	
This list contains no items			

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Equipment Match)

### Totals Summary

		Amount Recommended/ Requested (\$)	Match (\$)
Total		\$0	\$0
Item	Type of Match	Budget Narrative and Justification	
Total (\$)			
This list contains no items			

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Professional Services & Consultants)

Each vendor must be listed separately and be accompanied by a description that provides justification for the budget items and details the basis for determining the cost of each item. For each consulting organization or individual added, explain how the hourly rate or flat rate was determined. See instructions for further information.

### Totals Summary

		<b>Amount Recommended/ Requested (\$)</b>
<b>Total</b>		\$0
<b>Item</b>	<b>Budget Narrative and Justification</b>	<b>Total (\$)</b>
This list contains no items		

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Professional Services & Consultants Match)

### Totals Summary

		Amount Recommended/ Requested (\$)	Match (\$)
<b>Total</b>		\$0	\$0
Item	Type of Match	Budget Narrative and Justification	
This list contains no items			

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Indirect Costs)

### Totals Summary

	Amount Recommended/ Requested (\$)	Recommended (\$)	Difference From Previous Amount (\$)
<b>Total</b>	\$0	\$0	\$0
<b>Item</b>	<b>Item Description</b>		<b>Total (\$)</b>
This list contains no items			



## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Indirect Costs Match)

### Totals Summary

		Amount Recommended (\$)	Match (\$)
<b>Total</b>		\$0	\$0
Item	Type of Match	Item Description	Total (\$)
This list contains no items			

## EXHIBIT B2 - BUDGET AND BUDGET NARRATIVE (Budget Total Request)

	Amount Requested (\$)	Match (\$)	Total Budget (\$)
PERSONNEL	\$254,258	\$84,753	\$339,011
SUPPLIES & OPERATING	\$0	\$0	\$0
TRAVEL	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0
PROFESSIONAL SERVICES/CONTRACT CONSULTANTS	\$0	\$0	\$0
INDIRECT/ADMIN COSTS	\$0	\$0	\$0
<b>GRAND TOTAL</b>	<b>\$254,258</b>	<b>\$84,753</b>	<b>\$339,011</b>

### Match Calculation:

Grantee Match Requirement	Match Amount Required	Current Calculated Match Percentage
25%	\$84,753	25.00%

### Additional Project Funding

**Will this project be funded using  Yes**  
**ADDITIONAL FUNDS other than those**  
**provided from this grant?**

If "Yes", list the type and approximate amount of other funding that will be used to support this project. Do not include in-kind match.

	Description	Amount (\$)
<b>Federal</b>	OVW grant to Encourage Arrest Policies & Enforcement of Protection, Project title, RAC Denver Family Justice Center. It is a 3 year grant award.	\$120,027
<b>State</b>		
<b>County Government</b>		
<b>Municipal Government</b>		
<b>Local VALE</b>		
<b>Private</b>		
<b>Other (Specify)</b>	Denver District Attorney's General Fund	\$84,753
<b>ADDITIONAL PROJECT FUNDING TOTAL:</b>		<b>\$204,780</b>

**Please describe all sources of funding that you have solicited or plan to solicit and indicate if the funds have been approved or are pending:**

(maximum length = 2,000 characters)

The funds for this project are from the Denver District Attorney's General Fund. The funds for 2017 will be requested in the City and County budget cycle which begins in May 2016. The SA prosecutor that is listed for match is currently in the budget but only as a part time deputy we do not anticipate any funding increases or reductions.

The funds for half of the DV Prosecutor Specialist are provided by the OVW Arrest grant that was received in October 2015. The part-time advocate will be hired in May of 2016. It is anticipated that this person will go full-time in January 2017. The OVW funds will cover .5 FTE through 2018. The Office will continue to pursue other funding for 2019 and beyond.

# Financial Management

## 1. What accounting system does your organization use?

List the name and a brief description of the system.

The Denver DA Office uses PeopleSoft to track all grant revenue received for each award separately. An Identification number is assigned to the project once an Award is received. This identification stays with the grant throughout the life of the award and is used for the receipt of funds and the payment of expenses. In addition to tracking in PeopleSoft, a subsidiary ledger is maintained by the Fiscal Analyst. The subsidiary ledger is reconciled to the PeopleSoft system on a monthly or quarterly basis.

## 2. This grant will be on a cost reimbursement basis. What will be your organization's source of cash and how will your organization manage its cash flow between the time costs are incurred and reimbursed?

The Denver DA Office 's General Fund advances the costs and then when the office requests quarterly reimbursement payments the funds immediately reimburse the General Fund.

3. Which of the following applies to your agency: Agency has expended over \$750,000 in federal funding in the last calendar year from all combined sources.

Please submit the most recent A-133 audit and Management Letter to DCJ.

3a. Date of most recent A-133 Audit, Financial Audit or Financial Review: 12/31/2014

3b. Date sent to DCJ: 02/29/2016

3c. Were there any findings, questioned costs or unallocated costs? No

4. Does your accounting system separate all revenues and expenditures by funding source? Yes

5. Does your accounting system track revenues and expenditures for each grant award separately through a sub-ledger system? Yes

6. Does your accounting system allow expenditures to be classified by the broad budget categories listed in the approved budget in your grant, i.e. Personnel, Supplies and Operating, Travel, Equipment and Professional Services? Yes

7. Does your organization have written financial policies and procedures (specific to grants) in place that describe items such as: meeting all grant requirements, the preparation of grant financial reports and statements, the disclosure of financial documents, the ability for staff to prevent and detect misstatements in financial reporting, a method to trace funds, and a process to maintain and safeguard all cash, real and personal property, and other assets? Yes
8. Is this grant request for less than \$100,000? No
9. Is this grant request for a new project? No
10. Has your organization been in existence for three (3) years or more? Yes
11. Does the staff assigned to this project have two (2) or more year's prior experience with projects with the same or similar requirements? Yes
12. Does your organization have internal controls in place, such as: a review process to determine reasonableness, allowability and allocability of costs, separation of duties, dual signatures on certain checks, reconciliations or other fiduciary oversight? Yes
13. Does your organization reconcile sub-ledgers to your general ledger at least monthly? Yes
14. Are accounting records supported by source documentation such as invoices, receipts, timesheets, etc.? Yes
15. Does your organization routinely record the grant number or other unique identifier on all source documents such as invoices, receipts, time records, deposit records, etc.? Yes
16. Does your organization maintain time sheets approved by the employee, supervisor and project director for each employee paid by these grant funds? Yes
17. Will this grant funded project generate program income? No
18. If your agency is a non-profit, do the Board bylaws and policies describe the involvement of the Board in the financial oversight and direction of your agency? Not Applicable

**19. Does your accounting system have the ability to track in-kind and/or cash match funds?** Yes

**20. Are you able to ensure that you will not be using these grant funds to provide services that will be paid by Victim Compensation?** Yes

**Contract Control Number:**

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of

SEAL

**CITY AND COUNTY OF DENVER**

ATTEST:

By \_\_\_\_\_

\_\_\_\_\_

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_



**Contract Control Number:**

By: \_\_\_\_\_

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_  
(please print)

**ATTEST: [if required]**

By: \_\_\_\_\_

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_  
(please print)

