

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 05/04/2021

Contract/Lease Control #: C17-2479-GM

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: JUDGE BEN GORDAN, JR., FAMILY VISITATION CENTER DBA
SAFE CONNECTIONS

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 01/01/2016

Expiration Date: 09/30/2023

Description of: PROVIDE SUPERVISED VISITATION AND SAFE EXCHANGE

Department: GM

Department Monitor: KAMPERT

Monitor's Telephone #: 850-651-7180

Monitor's FAX # or E-mail: EKAMPERT@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/20/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER M.E. Wilson Company LLC Waldorff Insurance & Bonding 45 Eglin Parkway NE Ste 202 Fort Walton Beach FL 32548	CONTACT NAME:	
	PHONE (A/C, No, Ext): 850-581-4925	FAX (A/C, No): 850-581-4930
	E-MAIL ADDRESS: receptionist@waldorffinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Western World Ins. Co.	13196
INSURED Judge Ben Gordon, Jr. Family Visitation Center dba Safe Connections P.O. Box 436 Shalimar FL 32579	SAFECON-01	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES**CERTIFICATE NUMBER:** 1490290669**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		NPP8652086	2/5/2021	2/5/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is listed as Additional Insured, when required by written contract, as pertains to General Liability
Grant number 2016-FJ-AX-0016

CONTRACT # C17-2479-GM
JUDGE BEN GORDON, JR.
FAMILY VISITATION CENTER
SUPERVISED VISITATION AND SAFE EXCHANGE
EXPIRES: 09/30/2023

CERTIFICATE HOLDER**CAN**

Okaloosa County
5479A Old Bethel Road
Crestview FL 32536

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**Okaloosa County
Grant Control Form**

Grant # 2016-FJ-AX-0016

CFDA No.: 16.021

Funding Source: **Federal**

CSFA No.:

☒ N/A FAA Participation

Grant-in-Aid: -

Granting Agency: **US Department of Justice (USDOJ)**

Start Date: **10-1-16**

End Date: **9-30-23**

Grant Amendment 01: added funds and extended

Grant Amount: \$ 557,329

Grant Amend: \$ 550,000

Capital: ☐ Operating: ☒

Local Cash Match: _____

Total Project: \$1,107,329

Purpose: **OVW FY16 Justice for Families Program: Provide supervised visitation and safe exchange services and training for court-based and court related personnel**

Fund: 001

Revenue Dept #: **701792R-331890** Expenditure Dept #: **701792-534900, 540002, 540005, 549650**

Local Cash Match Account # **N/A**

County Program Manager: **Abra McGill** Phone No. **850-609-7024**

amcgill@myokaloosa.com

Agency Grant Mgr: **Carrie Mitchell** Phone #: 850-616-1590 e-mail: **Carrie.Mitchell@usdoj.gov**

Agency POC Audit Confirm: _____ Phone #: _____ e-mail: _____

Agency POC CAFR Notice: _____ Phone #: _____ e-mail: _____

Subrecipients in excess of \$25,000: Organization Name: **JBGVC dba Safe Connections**

Advance Funds: Yes ☐ No ☒ , Earnings - Remit to Agency ☐ or Spend on Project ☐

Program Income: Yes ☐ No ☒ , Earnings - Remit to Agency ☐ or Spend on Project ☐

Reporting/Reimbursement Requirements: **Qtr SF425 NLT 30 days, SemiAnnual Progress Report NLT 30 days**

Final Report/Reimbursement Due: **Final SF425 and Final Progress Report NLT 90 days**

FFATA Reporting: ☒ Yes ☐ No

If Local Match required, will it be: InKind? ☐ Yes ☒ No and/or Cash Match? ☐ Yes ☐ No

Dept # Source of Match: **N/A** E-mailed to Program Mgr: **10/5/16**

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 09/01/2020

Contract/Lease Control #: C17-2479-GM

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: JUDGE BEN GORDAN, JR., FAMILY VISITATION CENTER DBA
SAFE CONNECTIONS

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 01/01/2016

Expiration Date: 09/30/2020

Description of: PROVIDE SUPERVISED VISITATION AND SAFE EXCHANGE

Department: GM

Department Monitor: KAMPERT

Monitor's Telephone #: 850-651-7180

Monitor's FAX # or E-mail: EKAMPERT@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS


[All Active](#)
[Change Requested](#)
[Approved](#)
[Denied](#)
[Draft](#)
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Change Project Period GAN


 US DEPARTMENT OF JUSTICE
 OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Okaloosa County	Project Period:	10/01/2016 - 09/30/2020
Grantee Address:	c/o Contracts & Grants 302 N Wilson Street, Suite 203 Crestview, 32536	Program Office:	OVW
Grantee DUNS Number:	61-327-7649	Grant Manager:	Carrie Mitchell
Grantee EIN:	59-6000765	Application Number(s):	2016-X0199-FL-FJ
Vendor #:	596000765	Award Number:	2016-FJ-AX-0016
Project Title:	Justice for Okaloosa County Families Program	Award Amount:	\$557,329.00

Change Project Period			
Current Grant Period:	Month: 44 Day: 29	New Grant Period:	Month: 47 Day: 29
Project Start Date:	10/01/2016	*New Project Start Date:	10/01/2016
Project End Date:	06/30/2020	*New Project End Date:	09/30/2020

*Required Justification for Change Project Period:

After working for several days with the remaining figures, we have determined that the attached budget narrative will best conform with our grant goals and allow for Safe Connections to maintain services until September 30, 2020.

Attachments:

Filename:	User:	Timestamp:	Action:
Letter Requesting Budget Extension.pdf	sharongrogers	04/29/2020 3:47 PM	Delete Attachment

Actions:

[Printer Friendly Version](#)

Audit Trail:

Description:	Role:	User:	Timestamp:	Note:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	05/08/2020 12:00 PM	View Note
Submitted	PO - Grant Manager	sharongrogers	04/29/2020 3:47 PM	View Note
Draft	EXTERNAL - External User	sharongrogers	04/29/2020 10:44 AM	View Note

CONTRACT#: C17-2479-GM
 JUDGE BEN GORDAN, JR., FAMILY VISITATION CENTER
 DBA SAFE CONNECTIONS
 PROVIDE SUPERVISED VISITATION AND SAFE EXCHANGE
 EXPIRES: 09/30/2020

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 03/05/2020

Contract/Lease Control #: C17-2479-GM

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: JUDGE BEN GORDAN, JR., FAMILY VISITATION CENTER DBA
SAFE CONNECTIONS

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 01/01/2016

Expiration Date: 06/30/2020

Description of PROVIDE SUPERVISED VISITATION AND SAFE
EXCHANGE

Department: GM

Department Monitor: KAMPERT

Monitor's Telephone #: 850-651-7180

Monitor's FAX # or E-mail: EKAMPERT@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/30/2019

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PRODUCER
Acentria, Inc. - Destin Office
4634 Gulfstarr Drive
Destin FL 32541

CONTACT

NAME:

PHONE (A/C, No, Ext): 850-650-1950

FAX

(A/C, No): 850-650-9288

E-MAIL:

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : Normandy Insurance Company, Inc.

INSURER B :

INSURER C :

INSURER D :

INSURER E :

INSURER F :

INSURED
HR, Inc. dba Simple HR
Alternate Employer: Judge Ben Gordon Family
Visitation Center Inc. dba Safe Connections
36474 Emerald Coast Pkwy, Bldg B
Destin FL 32541

PYRADIV-01

COVERAGES

CERTIFICATE NUMBER: 2062670863

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			NHFL0013502020	1/1/2020	1/1/2021	X PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Workers' Compensation coverage is provided by contract to all employees of HR, Inc. dba Simple HR assigned to the Alternate Employer, shown above. Coverage does not apply to any employees not approved and assigned to HR, Inc dba Simple HR to the Alternate Employer effective 1/1/2020. Grant No. 2016-FJ-AX-0016

CONTRACT#: C17-2479-GM
JUDGE BEN GORDAN, JR., FAMILY VISITATION
CENTER DBA SAFE CONNECTIONS
EXPIRES: 06/30/2020

CERTIFICATE HOLDER

CANC

Okaloosa County
5479A Old Bethel Road
Crestview FL 32536

SHOULD ANY OF THE ABOVE BE CHANGED, THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/5/2020

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PRODUCER Waldorff Insurance & Bonding 45 Eglin Parkway NE Ste 202 Fort Walton Beach FL 32548		CONTACT NAME: PHONE (A/C, No, Ext): 850-581-4925 FAX (A/C, No): 850-581-4930 E-MAIL ADDRESS: receptionist@waldorffinsurance.com		
INSURED Judge Ben Gordon, Jr. Family Visitation Center dba Safe Connections P.O. Box 436 Shalimar FL 32579		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Western World Ins. Co.		13196
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** 116526530**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	NPP8651856	2/5/2020	2/5/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is listed as Additional Insured, when required by written contract, as pertains to General Liability
Grant number 2016-FJ-AX-0016

CERTIFICATE HOLDER**CANCELLATION**

Okaloosa County
5479A Old Bethel Road
Crestview FL 32536

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Change Project Period GAN

[All Active](#)

[Change Requested](#)

[Approved](#)

[Denied](#)

[Draft](#)

[Create Grant
Adjustment](#)

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Asked Questions](#)

US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information				
Grantee Name:	Okaloosa County	Project Period:	10/01/2016 - 06/30/2020	GAN Number: 010
Grantee Address:	c/o Contracts & Grants 302 N Wilson Street, Suite 203 Crestview, 32536	Program Office:	OVW	Date: 09/19/2019
Grantee DUNS Number:	61-327-7649	Grant Manager:	Carrie Mitchell	
Grantee EIN:	59-6000765	Application Number(s):	2016-X0199-FL-FJ	
Vendor #:	596000765	Award Number:	2016-FJ-AX-0016	
Project Title:	Justice for Okaloosa County Families Program	Award Amount:	\$557,329.00	

Change Project Period				
Current Grant Period:	Month: 35	Day: 29	New Grant Period:	Month: 44 Day: 29
Project Start Date:	10/01/2016		*New Project Start Date:	10/01/2016
Project End Date:	09/30/2019		*New Project End Date:	06/30/2020

***Required Justification for Change Project Period:**

Grantee requests a project period extension until 06/30/20 to complete goals and objectives under award, and to continue providing direct services to families affected by domestic violence. See attached letter from grantee for specific goals,

Attachments:
None

Actions:

Audit Trail:

Description:	Role:	User:	Timestamp:	Note:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	09/19/2019 12:00 PM	View Note
Submitted	PO - GAN 1st Line Supervisor	Carrie.Mitchell@usdoj.gov	09/16/2019 9:26 AM	View Note
Draft	PO - Grant Manager	Carrie.Mitchell@usdoj.gov	09/16/2019 9:25 AM	View Note



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/28/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Acentria, Inc. - Destin Office 4634 Gulfstarr Drive Destin FL 32541	CONTACT NAME: PHONE (A/C, No, Ext): 850-650-1950 FAX (A/C, No): 850-650-9288 E-MAIL: ADDRESS:	
	INSURER(S) AFFORDING COVERAGE INSURER A : Normandy Insurance Company, Inc. INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
INSURED HR, Inc. dba Simple HR Alternate Employer: Judge Ben Gordon Family Visitation Center Inc. dba Safe Connections 36474 Emerald Coast Pkwy, Bldg B Destin FL 32541	PYRADIV-01	NAIC # 13012

COVERAGES **CERTIFICATE NUMBER: 1793518313** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	NHFL0013502019	1/1/2019	1/1/2020	X PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Workers' Compensation coverage is provided by contract to all employees of HR, Inc. dba Simple HR assigned to the Alternate Employer, shown above. Coverage does not apply to any employees not approved and assigned to HR, Inc dba Simple HR to the Alternate Employer effective 1/1/19.
Grant No. 2016-FJ-AX-0016

CONTRACT # C17-2479-GM
JUDGE BEN GORDON, JR. FAMILY VISITATION CENTER, DBA SAFE CONNECTIONS
PROVIDE SUPERVISED VISITATION AND SAFE EXCHANGE
EXPIRES: 09/30/2019

CERTIFICATE HOLDER

CANCELLATION 30 Day Notice

Okaloosa County 5479A Old Bethel Road Crestview FL 32536	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 10/28/2016

Contract/Lease Control #: C17-2479-GM

Bid #: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: JUDGE BEN GORDON, JR., FAMILY VISITATION CENTER DBA
SAFE CONNECTONS

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/01/2016

Expiration Date: 09/30/2019

Description of
Contract/Lease: PROVIDE SUPERVISED VISITATOIN AND SAFE EXCHANGE

Department: GM

Department Monitor: KAMPERT

Monitor's Telephone #: 850-651-7180

Monitor's FAX # or E-mail: EKAMPERT@CO.OKALOOSA.FL.US

Closed:

Cc: Finance Department Contracts & Grants Office



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/4/2018

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PRODUCER
Waldorff Insurance & Bonding
45 Eglin Parkway NE Ste 202
Fort Walton Beach FL 32548

SEP 12 2018

BY: P. R. C. H.

CONTACT

NAME:

PHONE

(A/C, No, Ext): 850-581-4925

FAX

(A/C, No): 850-581-4930

E-MAIL

ADDRESS: receptionist@waldorffinsurance.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Western World Ins. Co.

13196

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
Judge Ben Gordon, Jr. Family Visitation Center
dba Safe Connections
P.O. Box 436
Shalimar FL 32579

SAFECON-01

COVERAGES

CERTIFICATE NUMBER: 297455645

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NPP8148584	2/5/2018	2/5/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is listed as Additional Insured, when required by written contract, as pertains to General Liability
Grant number 2016-FJ-AX-0016

C17-2479-GU

CERTIFICATE HOLDER

CANCELLATION

Okaloosa County
5479A Old Bethel Road
Crestivew FL 32536

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

K. Wayne Walker

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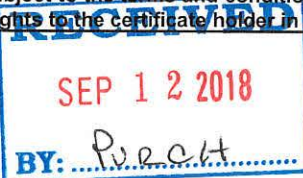
CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/6/2018

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PRODUCER
Acentria, Inc. - Destin Office
4634 Gulfstar Drive
Destin FL 32541



CONTACT
NAME:
PHONE (A/C. No. Ext): 850-650-1950 FAX (A/C. No): 850-650-9288
E-MAIL:
ADDRESS:

INSURED
PYRADIV-01
HR, Inc. dba Simple HR
Alternate Employer: Judge Ben Gordon Family
Visitation Center Inc. dba Safe Connections
36474 Emerald Coast Pkwy, Bldg B
Destin FL 32541

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Michigan Commercial Insurance Mutual	10998
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 793558903

REVISION NUMBER:

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	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER: \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC10000154572018A	1/1/2018	1/1/2019	X PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Workers' Compensation coverage is provided by contract to all employees of HR, Inc. dba Simple HR assigned to the Alternate Employer, shown above. Coverage does not apply to any employees not approved and assigned to HR, Inc dba Simple HR to the Alternate Employer effective 1/1/18.

Grant No. 2016-FJ-AX-0016

C17-2479-GM

CERTIFICATE HOLDER

CANCELLATION 30 Day Notice

Okaloosa County
5479A Old Bethel Road
Crestview FL 32536

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AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

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6/6/2018

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PRODUCER Acentria, Inc. - Destin Office 4634 Gulfstar Drive Destin FL 32541		CONTACT NAME: PHONE (A/C, No., Ext): 850-650-1950 FAX (A/C, No.): 850-650-9288 E-MAIL ADDRESS:	
INSURED PYRADIV-01 HR, Inc. dba Simple HR Alternate Employer: Judge Ben Gordon Family Visitation Center Inc. dba Safe Connections 36474 Emerald Coast Pkwy, Bldg B Destin FL 32541		INSURER(S) AFFORDING COVERAGE INSURER A: Michigan Commercial Insurance Mutual INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10998	

COVERAGES

CERTIFICATE NUMBER: 793558903

REVISION NUMBER:

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RECIPIENT CHECKLIST FOR DETERMINING IF THE ENTITY RECEIVING FUNDS HAS A CONTRACTOR OR SUBRECIPIENT RELATIONSHIP

This document is intended to help a recipient of federal funds make a judgment as to whether each agreement it makes, for the disbursement of federal program funds, casts the entity receiving the funds in the role of a subrecipient or a contractor. Based on 2 CFR Chapter I, Chapter II, Part 200 et al. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), issued by the U.S. Office of Management and Budget (OMB) on December 26, 2013, and effective for non-federal entities on December 26, 2014, the following information is intended for use by all non-federal entities.

Important Terms:

Recipient: A non-federal entity that receives a federal award directly from a federal awarding agency to carry out an activity under a federal program. The term recipient does not include subrecipients. (See 2 CFR 200.86 of the Uniform Guidance.)

Subrecipient: A non-federal entity that receives a subaward for the purpose of carrying out part of a federal award. The subaward creates a federal assistance relationship with the subrecipient. (See 2 CFR 200.93 & .330 (a) of the Uniform Guidance.)

Contractor: A non-federal entity that receives a contract for the purpose of providing goods and services for the awarding non-federal entity's own use. The contract creates a procurement relationship with the contractor. The Uniform Guidance replaced the term "Vendor" with "Contractor." (See 2 CFR 200.22 & .330 (b) of the Uniform Guidance.)

Instructions: The "Characteristics" column in this checklist is based on language in the Uniform Guidance. The column lists characteristics that support the classification of a non-federal entity as a subrecipient or contractor. Since all of the characteristics listed may not be present in all cases, the Uniform Guidance recognizes that the recipient "...must use judgment in classifying each agreement as a subaward or a procurement contract." (2 CFR 200.330 (c).) In the "Explanations" column, AGA provides additional information to assist in answering the questions under "Characteristics." Answer each question by checking "yes" or "no" where indicated. Based on responses to the questions, a key provided at the end of each section will help in making a judgment as to whether a subrecipient or contractor relationship exists. White space is provided in between the "Characteristics" column and the "Explanation" column so that users can tailor this checklist to accommodate the unique aspects of various programs or jurisdictions.

Note: One check in a subrecipient box does not necessarily mean the entity is a subrecipient. A judgment should be based on the totality of responses.

Department Okaloosa County Department of Growth Management

Entity receiving funds Judge Ben Gordon, Jr. Family Visitation Center DBA Safe Connections

Funding Source(s) U.S. Department of Justice Office of Violence Against Women Justice For Families Grant Program

Notes:

C17-2479-GM

Contract # C17-2479-GM
JUDGE BEN GORDON, JR. FAMILY VISITATION
CENTER, DBA SAFE CONNECTIONS
PROVIDE SUPERVISED VISITATION AND SAFE EXCHANGE
EXPIRES: 09/30/2019



CHARACTERISTICS

EXPLANATIONS

Decision Making Authority

200.330 a. 1 Determines who is eligible to receive what Federal assistance;

a. Does the entity determine who is eligible to participate in the federal program?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If the entity determines whether a participant meets a federal program's eligibility requirements for assistance, it is most likely a subrecipient.

200.330 a.3 Has responsibility for programmatic decision making;

a. Does the entity have the ability to make decisions about how services will be delivered to participants, in accordance with federal programmatic requirements?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

A contractor may provide services to clients in a program after eligibility has been determined by the recipient.

If the entity has authority to make decisions regarding the delivery of service, operations, or types of assistance provided within the terms of the agreement, it is typically a subrecipient.

OR

200.330 b.4 Provides goods or services that are ancillary to the operation of the Federal program;

b. Does the entity provide goods or services for the recipient's own use?

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

b. Does the entity provide services designated by the recipient to serve the recipient's participants without regard to specific federal programmatic requirements?

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

If the entity provides goods or services directly to the recipient or to program participants at the direction of the recipient and does not make programmatic decisions or adhere to program requirements, it is typically a contractor.

If you selected "yes" to **NEITHER** item **a**, this is an indicator of a subrecipient relationship.
If you selected "yes" to **NEITHER** item **b**, this is an indicator of a contractor relationship.

Subrecipient	Contractor
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Nature of Award

EXPLANATIONS

200.330 a. 2 Has its performance measured in relation to whether objectives of a federal program were met;

a. Are the scope of work (or portion, if applicable) and terms and conditions of the agreement the same for the entity as they are for the recipient that received the federal funds?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If the entity is providing a service for the recipient to meet the goal of the grant, it is a contractor; if the entity is providing a service that carries out a goal within the scope of the grant, it is a subrecipient. When a grant program contains multiple goals, it is possible for the recipient to complete part of the goals and for the entity to perform another part.

a. Is the entity carrying out completion of the goal of the grant (or part, if applicable) as stated in the federal award?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

OR

200.330 b.5 Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

b. Does the recipient develop the scope of work and terms and conditions of the agreement to meet the recipient's needs?

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

If the scope of the agreement is per the federal program terms/guidance, the entity is a subrecipient. A subrecipient may also provide programmatic or progress reports to ensure compliance with federal program requirements.

Conversely, if the scope of the agreement is per the recipient's terms and not federal program guidance, and if the recipient's oversight is governed only by the contract terms and conditions, it is a contractor.

If you selected "yes" to **NEITHER** item **a**, this is an indicator of a subrecipient relationship.
If you selected "yes" to item **b**, this is an indicator of a contractor relationship.

Subrecipient	Contractor
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Award Risk

EXPLANATIONS

200.330 a.4 Is responsible for adherence to applicable Federal program requirements specified in the Federal award;

a. Funding to the entity depends on the entity's ability to best meet the objectives of the award. Although performance is measured against federal award objectives, the entity assumes little risk if the objectives are not met.

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

OR

200.330 b.5 Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

b. The entity assumes financial risk if they fail to deliver the goods or services agreed upon.

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

If you selected "yes" to item **a**, this is an indicator of a subrecipient relationship.
If you selected "yes" to item **b**, this is an indicator of a contractor relationship.

Subrecipient	Contractor
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If the funding is given to the entity with a purpose of completing the goal of the grant, the recipient will be required to ensure the entity adheres to federal grant program guidance. The recipient will also be required to monitor the activities of the entity per Uniform Guidance section 200.331. The entity assumes little risk should federal grant guidance not be met. The risk falls with the recipient.

If the recipient directs specific activities to be completed by the entity, by providing goods or services, the risk falls on the entity to deliver, per the agreement terms. In this case, the entity would not be required to adhere to the federal grant program requirements, just the terms and conditions in the agreement with the recipient.

Criteria for Selection

EXPLANATIONS

200.330 a.5 In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

a. Does the entity demonstrate a financial or public need for funding to carry out a project or provide a service?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

a. Will the entity be contributing match or other non-Federal funding in support of the award?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

a. Will the entity be reimbursed for only actual costs incurred?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

OR

200.330 b.3 Normally operates in a competitive environment;

b. Were procurement policies applied in the selection of the entity?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

b. Was the entity's proposed price a factor in the selection process?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

b. Will the entity derive a profit from the agreement?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you selected "yes" to **ANY** item **a**, this is an indicator of a subrecipient relationship.
If you selected "yes" to **ANY** item **b**, this is an indicator of a contractor relationship.

Subrecipient	Contractor
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If the entity was chosen because it has the best widgets or service for the price, it has a contractor relationship with the recipient. Typically, a procurement method is followed, such as a competitive bid or RFP process. In this type of agreement, the entity usually makes a profit by delivering this good or service to the recipient. Payments to contractors are typically made based on contract terms.

Conversely, if the entity was chosen because it was already providing a service within the guidelines of the grant program and wants to partner with the recipient to expand the delivery or assist in meeting the goal of the grant, it may be a subrecipient. Typically, the entity may not make a profit and may provide its own non-federal funding as match or cost sharing. The entity may have been chosen through an application process or an announcement of funding, as opposed to the procurement process described above. Payment to a subrecipient is generally based on actual expenses unless awarded on a fixed amount subaward (2 CFR 200.332). It is typical of subrecipients to submit budgets, financial reports, or copies of invoices to the recipient, to document activity.



Entity's Business Environment

EXPLANATIONS

200.330 b.1 Provides the goods and services within normal business operations;

b. Is the entity's normal business to provide the goods or services being purchased in the agreement?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

200.330 b.2 Provides similar goods or services to many different purchasers;

b. Does the entity provide the same goods or services to other organizations?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

It is difficult to apply this section to the agreement between the County and the Judge Ben Gordon Center. They are providing a safe exchange and visitation "service" for the Court system on behalf of the County. To that

If a federal program provides funding to modify public buildings for handicapped accessibility and the recipient provides funds to an entity to update the entity's building, per the terms of the award, then a subrecipient relationship exists.

Conversely, if the recipient hires an entity to update their own building to be handicapped accessible, then a contractor relationship exists.

If you selected "no" to **EITHER** item, it is an indicator of a subrecipient relationship. If you selected "yes" to **BOTH** items, it is an indicator of a contractor relationship.

Subrecipient	Contractor
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Determination

EXPLANATIONS

Final Determination

Subrecipient	Contractor
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Review all the entries and make an overall determination of the relationship. **Check the appropriate box in this section.**

Determined by Elliot L. Kampert
(enter name of person initially making decision)

April 5, 2017
(date)

Approved by Gregory Kisela
(enter name of person reviewing)

April 5, 2017
(date)

Based on the relationship determined above, see additional guidance on requirements governing agreements.

Section 200.331 - "Requirements for pass-through entities," for subrecipient agreements,

Section 200.317 through 200.326 - "Procurement Standards," for contractor agreements.

Pre-Award Risk-Base Assessment Tool

Purpose. To assist grant staff in effectively monitoring risks associated with grants made with federal pass-through funds to subrecipients. The focus is to insure that grant programs meet the following requirements: adhere to the grantor's guidelines and agreements, remain within budget, carry out the scope of services, and insure that proper internal controls are in place.

Procedure. Based on an evaluation of the sub-grantee's award application, internal controls and past history with grant awards, grant staff shall rate each category below. Scores will then be added to determine if the level of risk is high, medium or low.

Risk Assessment. The risk score determines the order in which staff will evaluate the grant program and/or perform a site visit.

- A score of 35 – 74 requires **intensive follow-up** and improvement based on a thorough evaluation of the grant project and execution of the approved action plan,
- A score of 26 – 34 requires evaluating areas that **need improvement** and improving those areas based on the approved action plan,
- A score of 25 or less generally identifies that the program is at **lower** risk for potential waste, mismanagement, non-compliance or fraud.

Sub-Grantee Name:	Judge Ben Gordon, Jr. Family Visitation Center
Grant Award Number:	2016-FJ-AX-0016
Grant Project Name:	Justice for Families
Sub-Grantee's EIN:	59-3483816
Sub-Grantee's DUNS number:	082060273
Risk assessment completed by:	Abra McGill
Date assessment completed:	10/05/2016
Project Year: From the date of the signed contract or agreement between the State and the grantee	<input checked="" type="checkbox"/> Year 1 (0-12 months) <input type="checkbox"/> Year 2 (13-24 months) <input type="checkbox"/> Year 3 (25-36 months) <input type="checkbox"/> Year 4 (37 months or more)
Total Score/Level: (20)	<input type="checkbox"/> High <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Low

Risk Level	Monitoring Plan Guidelines
High (35 - 74)	<p>Monitoring Plan: Staff completing the assessment will identify factors that contributed to the high risk score. Grant staff will prepare and distribute a report that outlines non-compliance issues and areas that require improvement. The report will be distributed to the grantee, granting agency and program coordinator. The grantee shall respond to the County's Grant Department with a Corrective Action Plan within 15 calendar days. The Grants Office will then provide a schedule of the evaluation process and site visits. The grantee may be required to submit more frequent progress/performance/financial reports until further notice.</p> <p>The grantee shall receive technical assistance upon request.</p>
Medium (26 - 34)	<p>Monitoring Plan: Staff will identify factors that contributed to the medium risk score, prepare and distribute a report that outlines areas of non-compliance and areas that require improvement. The report will be distributed to the County's Grant Department. The grantee shall respond with a Corrective Action Plan within 15 calendar days. The Grants Office will then provide a schedule of the evaluation process and/or site visits. The evaluation and follow-up may be conducted via desk audit. The sub-grantee may be required to submit more frequent progress/performance/financial reports until further notice.</p> <p>The sub-grantee shall receive technical assistance upon request.</p>
Low (13 - 25)	<p>Monitoring Plan: Grants staff will continue to monitor progress/performance/financial reports for accuracy, timeliness, and no significant program changes.</p> <p>A grant evaluation or site visit may be conducted.</p>




Pre-Award Risk-Base Assessment Tool

SUB-GRANTEE DATA	Score
1. Sub-Grantee's Organization (Grant Agreement Signatory and/or Parent Organization)	
Within the past 10 years, the sub-grantee agency has > 3 years of experience with grants from the U.S. Federal Government and demonstrates an active interest in the program to the Grant Program Coordinator and Grant Administrator(s)	✓ 1
Within the past 10 years, the sub-grantee agency has 1-2 years of experience with the U.S. Federal Government and demonstrates an active interest in the program to the Grant Program Coordinator and Grant Administrator(s)	2
Within the past 10 years, the sub-grantee agency has limited experience with the U.S. Federal Government and demonstrates an active interest in the program to the Grant Program Coordinator and Grant Administrator(s)	3
Within the past 10 years, the sub-grantee agency has limited experience with the U.S. Federal Government and demonstrates no active interest in the program to the Grant Program Coordinator and Grant Administrator(s)	4
Sub-Grantee agency hinders the policy and/or requirements of the grant program	5
2. Agency Experience Managing Any Type of Grant Funds	
Over ten years of experience	✓ 1
Five to ten years of experience	2
Two to five years of experience	3
Less than two years of experience	4
No past experience	5
3. Agency Experience Administering this Project	
Sub-Grantee's 3rd or 4th project year AND original program director	✓ 1
Sub-Grantee's 2nd or 3rd project year; not original program director	2
Sub-Grantee's 1st or 2nd project year AND original program director	3
Sub-Grantee's 1st or 2nd project year; not original program director	4
High turnover of program director and/or key staff (more than 2 key staff turnovers within 18 months)	5
4. Program Requirements	
Agency has provided services and met all program objectives specified in the contract's scope of services /agreement for the past 12 months	✓ 1
Agency has provided services and met most of the program objectives specified in the contract's scope of services/agreement for the past 12 months	2
Agency has provided services but has failed to meet most of the program objectives specified in the contract's scope of services/agreement for the past 12 months	5
Key staff lacks the experience, necessary knowledge, skills and abilities to perform the job duties.	4
High turnover of key staff (more than 1 key staff turnover within 18 months)	5
5. Single Audit	
Single audit with no findings	✓ 1
Single audit with significant deficiency finding(s)	2

Pre-Award Risk-Base Assessment Tool

Single audit with material weakness finding(s)	3
Single audit with both material weaknesses and significant deficiency findings	4
No single audit performed	5
6. Results of Previous Grant Monitoring or Other Site Visits	
None or minor findings; timely corrective action taken	✓ 1
Some minor findings; timely corrective action not taken	2
Some moderate findings; timely corrective action taken	3
Moderate to significant findings; timely corrective action not taken	4
Not previously monitored	5
7. Amount of Grant Award for this Project	
Annual Financial Obligation of \$0 – \$29,999.99	0
Annual Financial Obligation of \$30,000.00 – \$39,999.99	1
Annual Financial Obligation of \$40,000 - \$99,999.99	2
Annual Financial Obligation of \$100,000 – \$249,999.99	3
Annual Financial Obligation of \$250,000.00 or more	✓ 4
8. Sub-Grantee Shall Complete the Grantee Evaluation for Internal Controls Questionnaire	
Sub-Grantee Evaluation of Internal Controls questionnaire shows few or no internal control weaknesses	1
Sub-Grantee Evaluation of Internal Controls questionnaire shows several internal control weaknesses	6
Sub-Grantee Evaluation of Internal Controls questionnaire shows major internal control weaknesses	10
9. Subcontracts (If yes, ask about their monitoring efforts)	
Sub-Grantee does not subcontract	1
Sub-Grantee has or will have 1 – 2 subcontracts	✓ 2
Sub-Grantee has or will have 3 – 4 subcontracts	4
Sub-Grantee has or will have 5 or more subcontracts	5
PROGRAMMATIC COMPLIANCE	
10. Regular Participation in Required Trainings/Meetings	
Agency director and/or key staff attend all required trainings/meetings	✓ 1
Agency director and/or key staff attend most required trainings/meetings	2
Agency director and/or key staff attend some required trainings/meetings	3
Agency director and/or key staff rarely attend required trainings/meetings	4
Agency director and/or key staff do not attend required trainings/meetings	5
11. Communication	
Agency director and/or key staff always respond to County's requests in a timely manner	✓ 1
Agency director and/or key staff usually respond to County's requests in a timely manner	3
Agency director and/or key staff rarely respond to County's requests	5

Pre-Award Risk-Base Assessment Tool

12. Progress and Performance Measure Reports (Start of Program through Current)	
Timely submission; reporting mostly exceeds the requirements	 1
Timely submission; reporting mostly meets the requirements	2
Timely submission; reporting mostly does not meet the requirements	3
Late submission; reporting mostly meets the requirements	4
Late submission; reporting mostly does not meet the requirements, or did not submit	5
FINANCIAL MANAGEMENT	
13. Financial Reporting	
Financial reporting is always timely and accurate	 1
Financial reporting is timely and accurate most of the time	3
Financial reporting has not been timely or accurate	5
14. Budget	
Project is practically on-budget	1
Project is not on budget, and the reason(s) have been justified	 3
Project is not on budget and the reasons have not been satisfactorily justified	5

Comments:

This grant is considered a pass through based on the fact that a subaward has been issued. A program coordinator is assigned to work with subrecipient.

14. Budget is based on past performance

USER NAME

PASSWORD

LOG IN

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Search Results

Current Search Terms: SAFE* havens*

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

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Search Results

Current Search Terms: JUDGE* BEN* gordon* JR.* family* visitation* center*

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Glossary

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SUB AWARD AGREEMENT

Between

Okaloosa County Board of County Commissioners

and

Judge Ben Gordon, Jr. Family Visitation Center DBA Safe Connections

This Subrecipient Agreement is made and entered into this 20th day of October, 2016, by and between Okaloosa County, Florida, (hereinafter the "County") and the Judge Ben Gordon, Jr. Family Visitation Center doing business as Safe Connections, (hereinafter the "Subrecipient").

WHEREAS, on August 23, 2016 the U.S. Department of Justice Office for Violence Against Women, Justice for Families Grant Program, awarded grant number 2016-FJ-AX-0016, CFDA 16.021 Justice Systems Response to Families, to the County; and

WHEREAS, the County as recipient requires participation of Subrecipient (DUNS 082060273) as set forth in the proposal for the above award grant.

NOW THEREFORE, in consideration of the mutual covenants set forth below, the County and the Subrecipient agree as follows:

ARTICLE I. STATEMENT OF WORK

The Federal award project description, which Subrecipient shall carry out is as follows: Provide supervised visitation and safe exchange within Okaloosa County; Ongoing training for staff and court personnel; establish a consulting committee. Which is further detailed in the Project Narrative, Exhibit B, which is incorporated herein and made part of this Agreement by reference.

ARTICLE II. PERIOD OF PERFORMANCE

The authorized period of performance of this subagreement is from October 1, 2016 (start date) through September 30, 2019 (end date).

ARTICLE III. REPORTING, COST, BILLING AND PAYMENT

- A. This subagreement provides for payment on a cost reimbursement basis. The total estimated cost shall be in general accordance with the budget attached as Exhibit A.
- B. The amount authorized for expenditure under this allotment is \$548,576, which is the total amount of Federal Funds obligated and committed to the subrecipient. This amount shall not be exceeded unless this subagreement is amended.
- C. Subrecipient may bill the County monthly for reimbursement of actual costs incurred in the performance of the subagreement. Invoices shall be numbered, dated, cite this agreement, show cost incurred by reporting:
 - a. The unit Cost per service; and
 - b. A detailed list of services provided, including
 - i. The name of the project or activity
 - ii. A description of the project or activity

**CERTIFIED A TRUE
AND CORRECT COPY**
JD PEACOCK II
CLERK CIRCUIT COURT

BY Kary L. Carson
DEPUTY CLERK

DATE OCT 25, 2016



- iii. An evaluation of the completion status of the project or activity and
- iv. Documentation sufficient for a pre and post audit function.
- v. Invoice Certification Statement and signature

Invoices shall be submitted to:

Abra McGill, Grant Specialist, Department of Growth Management, 1250 N Eglin Pkwy, Suite 301, Shalimar, FL 32579.

- D. The County will make provisional payment on all invoices submitted in accordance with the terms of this agreement. The final invoice, clearly marked "Final" must be submitted within forty-five (45) days after the expiration of the agreement. The final invoice shall include the following certification: "payment of this final invoice shall constitute complete satisfaction of all of the County's obligations under this agreement and Subrecipient releases and discharges the County from all further claims and obligations upon payment hereof"
- E. Subrecipient will generate financial reports and remit them to: Abra McGill, Grant Specialist, Department of Growth Management, 1250 N Eglin Pkwy, Suite 301, Shalimar, FL 32579, on a quarterly basis no later than ten (10) days following the end of the previous quarter. Report due dates are January 10th, April 10th, July 10th and October 10th.

ARTICLE IV. RECORDS AND AUDITS

Subrecipient shall maintain accurate records of all costs incurred in the performance of this work and agrees to allow representatives of the County, the Florida Department of Law Enforcement, and the U.S. Department of Justice reasonable access to its records to verify the validity of expenses reimbursed under this agreement. Additionally, the County or its designee shall have the right from time to time at its sole expense to audit the compliance by the Subrecipient with the terms, conditions, obligations, limitations, restrictions and requirements of this Agreement. Subrecipient hereby warrants that it conducts audits as required by OMB Circulars, federal cost principles, or cost accounting standards applicable to its performance as a recipient of U.S. governmental funds and that such audit has revealed no material findings. Subrecipient also agrees to submit a copy of their most recent annual financial statement audit no later than twenty (20) days from date of issuance to the following address: Marcella Eubanks, Contracts & Grants Manager, 302 N. Wilson Street, Suite 203, Crestview, FL 32536.

Subrecipient shall maintain financial reports, supporting documents and other records pertaining to this agreement for a period of five (5) years from the termination date of this agreement.

ARTICLE V. PUBLICITY AND PUBLICATION

Subrecipient shall not, without prior written consent of the County, issue any press releases or in any manner advertise the fact the Subrecipient has entered into this subagreement. All publications resulting from the work under this agreement will acknowledge that the project was supported by the federal award identified in the recitals of the subagreement.

ARTICLE VI. SUBCONTRACTING AND ASSIGNMENT

Subrecipient shall perform the work contemplated with resources available within its own organization and no portion of the work shall be subcontracted, nor shall this subagreement be

assigned, without the prior written authorization of the County. Nothing contained in this subagreement shall create any contractual or agency relationship between a lower tier subrecipient or assignee and the County.

ARTICLE VII. TERMINATION

Either party may terminate this subagreement upon thirty (30) day written notice to the other party. In the event of termination, Subrecipient shall be entitled to reimbursement for all cost incurred to the date of termination and for all uncanceled obligation. In no event, however, shall the termination cause the total amount paid to Subrecipient to exceed the estimated cost set forth in Article III, above.

Within sixty (60) days of the effective date of termination, Subrecipient shall submit to the County a final report, a final financial report and final invoice.

If the Subrecipient violates any provisions of this Agreement, the County may terminate the Agreement for breach of contract. If the Agreement is so terminated, the Subrecipient shall be liable for actual and consequential damages to the County. In the event of a failure by the Subrecipient to comply with any terms or conditions of this Agreement or to provide in any manner activities or other performance as agreed herein, the County reserves the right to temporarily withhold all or any part of payment pending correction of the deficiency, suspend all or part of the Agreement, or prohibit the Subrecipient from incurring additional obligation of funds until the County is satisfied that corrective action has been taken or completed. The option to withhold funds is in addition to, and not in lieu of the County's right to suspend or terminate this Agreement. The County may consider performance under this Agreement when considering future awards.

The County may pursue any remedies available to it in accordance with the law. In the event that funding from the Federal government is withdrawn, reduced or limited in any way after the effective date of this Agreement but prior to its normal completion, the County may summarily terminate this Agreement as to the funds reduced or limited, notwithstanding any other termination provisions of this agreement. Termination shall be effective upon receipt of written notice.

In the case of a suspension or termination, monies already received under this Agreement may be owed back to the County.

ARTICLE VIII. CHANGES & NOTICES

The County and Subrecipient, within the general scope of this subagreement, may, at any time, by written notice submit a request to amend this subagreement. In such event, there will be made an equitable adjustment in price and time of performance, but any claim for such an adjustment must be made within thirty (30) days of the receipt of said written notice.

Any notices to be provided the County, as the pass-through entity, shall be made to the awarding official as follows:

Abra McGill, Grant Specialist
Okaloosa County Growth Management Department
1250 N Eglin Pkwy, Suite 301
Shalimar, FL 32579

Any notices to be provided to the Subrecipient is as follows:

Sharon Rogers, Executive Director
Safe Connections
P.O. Box 436
Shalimar, FL 32579

ARTICLE IX. INDEMNIFICATION

Subrecipient shall defend, indemnify and hold the County, its officers, employees, and agent harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this subagreement, but only in proportion to and to the extent such liability, loss, expense, attorney's fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the Subrecipient, its officers, agents, or employees.

ARTICLE X. INSURANCE REQUIREMENTS

- A. The Subrecipient shall not commence any work in connection with this Agreement until he/she has obtained all required insurance and such insurance has been approved by the Okaloosa County Risk Management Officer.
- B. All insurance policies shall be with insurers licensed to do business in the State of Florida.
- C. The County shall retain the right to reject all insurance Agreements that do not meet the requirement of this Agreement. Further, the County reserves the right to change these insurance requirements with 60-day notice to the Subrecipient.
- D. The insurance definition of insured or Additional Insured shall include Subrecipient, Sub-contractors, and any association or subsidiary companies of the Subrecipient, which are involved, and which is a part of the Agreement.
- E. The County reserves the right at any time to require the Subrecipient to provide certified copies of any insurance policies to document the insurance coverage specified in this Agreement.
- F. The designation of Subrecipient shall include any associated or subsidiary company involved in the project, must be named in the Worker's Compensation coverage.
- G. All policies shall be written so that the County will be notified of cancellation or restrictive amendments at least (30) days prior to the effective date of such cancellation or amendment. Such notice shall be given directly to the Okaloosa County Risk Management Officer.
- H. All insurance Agreements except the Worker's Compensation shall list Okaloosa County as an Additional Insured. Subrecipient shall provide the County current Certificates of Insurance for all policies at least ten days before commencing work.
- I. Workers' Compensation Insurance:

1. The Subrecipient shall secure and maintain during the life of this agreement Workers' Compensation insurance for all employees employed including supervision, administration and management personnel. In case any work is sublet to a contractor with the approval of the County, the Subrecipient shall require the contractor to provide Workers' Compensation insurance for all employees. Evidence of such insurance shall be furnished the County not less than ten (10) days prior to the commencement of any and all work.

2. Such insurance shall comply with the Florida Workers' Compensation Law.

3. Coverage shall include a waiver or subrogation clause in favor of Okaloosa County. Also, this endorsement must be indicated on all Certificates of Insurance.

J. Business Automobile and Public Liability Insurance:

1. The Subrecipient shall maintain Business Automobile Liability insurance coverage throughout the life of this Agreement. The insurance shall include Owned, Non-Owned, & Hired motor vehicle coverage.

2. The Subrecipient shall carry other Public Liability insurance against all other Bodily Injury, Property Damage and Personal and Advertising Injury exposures.

3. In addition to the required coverage in B. above, Public Liability coverage shall include the following:

- a. On and Off Premises Operational Liability
- b. Personal Injury Liability Insurance
- c. Independent Contractors Liability
- d. Professional Liability

4. All liability insurance shall be written on an occurrence basis and shall not be written on a claim-made basis. If the insurance is issued with an aggregate limit of liability, the aggregate limit of liability shall apply only to the locations included in this Agreement. If, as the result of any claims or other reasons, the available limits of insurance reduce to less than those stated in the LIMITS OF LIABILITY, the Subrecipient shall notify the County Risk Manager in writing. The Subrecipient shall purchase additional liability insurance to maintain the requirements established in this Agreement. Umbrella or Excess Liability insurance can be purchased to meet the Limits of Liability specified in this Agreement.

K. Limits of Liability: The insurance required shall be written for not less than the following limits unless law requires higher amounts:

<u>COVERAGE</u>	<u>LIMIT</u>
1. Workers' Compensation	
a. State	Statutory
b. Employers Liability	\$1 million each accident
2. Business Automobile	\$1 million each occurrence (Combined Single Limit)

- | | |
|------------------------------------|--|
| 3. Commercial General Insurance | \$1 million each occurrence
(Combined Single Limit) |
| 4. Personal and Advertising Injury | \$250,000 |

L. Notice of Claims or Litigation:

The Subrecipient agrees to report any incident and or claim that results from performance of this Agreement. Within ten (10) days of the Subrecipient's knowledge, the County Risk Manager shall receive written notice describing the incident or claim. In the event such incident or claim involves injury or property damage to a third party, verbal notification shall be given the same day the Subrecipient becomes aware of the incident or claim. A detailed written report is to be made within ten (10) days.

M. Certificate of Insurance:

1. All insurance shall include the interest of all entities named and the respective agents, consultants, servants and employees of each and all other interests as may be reasonably required by Okaloosa County as Additional Insured. The coverage afforded the Additional Insureds under this policy shall be primary insurance. If the Additional Insureds have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The amount of the company's liability under this policy shall not be reduced by the existence of such other insurance.
2. Certificates of insurance, in duplicate, indicating the Agreement and evidencing all required coverage must be submitted to and approved by Okaloosa County prior to commencement of any work. The certificate holder(s) shall be as follows:

Okaloosa County
5479A Old Bethel Road
Crestview, Florida 32536

All policies shall expressly require 30 days written notice to Okaloosa County at the address set out above, or the cancellations of material alterations of such policies, and the Certificates of Insurance, shall so provide. The certificate, if on a Standard Accord, shall not include language such as "if any" or but failure to mail such notice shall impose on obligation or liability of any kind upon the County, its agents or representatives.

ARTICLE XI. DISPUTES

Any dispute arising under this Agreement which is not settled by Agreement of the parties may be settled by mediation, arbitration, or other appropriate legal proceedings. Pending any decision, appeal or judgment in such proceedings or the settlement of any dispute arising under this Agreement, Subrecipient shall proceed diligently with the performance of this Agreement in accordance with the decision of the County. This Agreement shall be construed under the laws of the State of Florida, and venue for any actions arising out of this Agreement shall be in the Circuit Court of Okaloosa County.

ARTICLE XII. INDEPENDENT CONTRACTORS

Subrecipient and its employees, consultants, agents or independent contractors will perform all services under this agreement as independent contractors. Nothing in this agreement will be deemed to create an employer-employee or principal-agent relationship between the County and Subrecipient's employees, consultants, agents or independent contractors. Subrecipient and its employees, consultants, agents and lower tier contractors will not, by virtue of any services provided under this agreement, be entitled to participate, as an employee or otherwise, in or under any employee benefit plan of the County or any other employment right or benefit available to or enjoyed by employees of the County.

ARTICLE XIII GENERAL PROVISIONS AND CERTIFICATIONS

If this subagreement is a sub award under a federal grant or cooperative agreement, Subrecipient certifies that:

1. It is not delinquent on the repayment of any federal debt.
2. It is presently not debarred, suspended, proposed for debarment, declared ineligible nor voluntarily excluded from covered transactions by any federal department or agency.
3. It is in compliance with the Drug-Free Work Place Act of 1988.
4. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
5. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
6. It will require that the language of paragraph (d) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

7. The Subrecipient affirms it has no conflict of interest pertaining to the Federal award. Furthermore, agrees to abide by the federal regulations. Additional standards include, but are not limited to the following:

- A. The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- B. No employee, officer or agent of the Subrecipient shall participate in the selection, the award or the administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- C. No covered persons who exercise or have exercised any functions or responsibilities with respect to the activities under this Agreement, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the activity under the Agreement, or with respect to the proceeds from the activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

8. Subrecipient shall disclose within a timely manner, in writing to the Federal awarding agency and the County all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to do so may result in any of the remedies as described in 2 CFR 200.338, incorporated herein by reference.

9. The Subrecipient certifies and agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

10. The Subrecipient certifies and agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- A. Clean Air Act, 42 U.S.C. , 7401, et seq.;
- B. Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;

- C. Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

ARTICLE XIII. PRIME AWARD PROVISIONS AND ATTACHMENTS

The following provisions of the prime award to Okaloosa County Board of County Commissioners are incorporated by attachment, and are applicable to Subrecipient and Subrecipient's lower tier subagreements. See Exhibit A. Subrecipient has been informed, understands and agrees to comply with all the applicable compliance requirements. This includes all Federal statutes, regulations and the terms and conditions within the Federal award.

ARTICLE XV. INTEGRATION

This subagreement states the entire contract between the parties in respect to the subject matter of the subagreement and supersedes any previous written or oral representations, statements, negotiations, or agreements. This subagreement may be modified only by written agreement executed by authorized representatives of both parties.

ARTICLE XVI. PUBLIC RECORDS

IF THE SUBRECIPIENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SUBRECIPIENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT OKALOOSA COUNTY RISK MANAGEMENT DEPARTMENT 5479 OLD BETHEL ROAD CRESTVIEW, FL, 32536, PHONE: (850) 689-5977, riskinfo@co.okaloosa.fl.us.

Subrecipient must comply with the public records laws, Florida Statute chapter 119, specifically Subrecipient must:

- a. Keep and maintain public records required by the County to perform the service.
- b. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119 Florida Statutes or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement term and following completion of the agreement if the subrecipient does not transfer the records to the County.
- d. Upon completion of the agreement, transfer, at no cost, to the County all public records in possession of the subrecipient or keep and maintain public records required by the County to perform the service. If the subrecipient transfers all public records to the public agency upon completion of the agreement, the subrecipient shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the subrecipient keeps and maintains public records upon completion of the agreement, the subrecipient shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the public agency, upon the request from

public records. All records stored electronically must be provided to the public agency, upon the request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IN WITNESS WHEREOF, the parties hereto have caused this subagreement to be executed by their duly authorized representatives.

SUBRECIPIENT

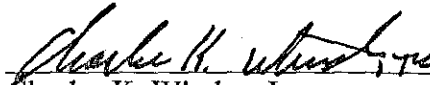
Judge Ben Gordon, Jr. Family Visitation
Center
Safe Connections



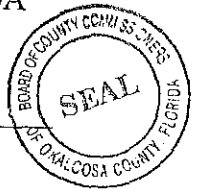
Sharon Rogers, Executive Director

Date: 10.10.2016

OKALOOSA COUNTY, FLORIDA

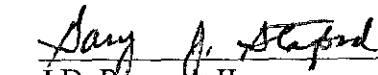


Charles K. Windes, Jr.
Chairman, Board of County
Commissioners



Date: 10/20/16

ATTEST:


J.D. Peacock II
Clerk of Circuit Court





U.S. Department of Justice

Office on Violence Against Women

August 23, 2016

Washington, D.C. 20531

Mr. Charles K. Windes
Okaloosa County
C/O Contracts & Grants
302 N Wilson Street, Suite 203
Crestview, FL 32536

Dear Mr. Windes:

On behalf of Attorney General Loretta Lynch, it is my pleasure to inform you that the Office on Violence Against Women has approved your application for funding under the Justice for Families Program in the amount of \$557,329 for Okaloosa County. The Grants to Support Families in the Justice System program (referred to as the Justice for Families Program) was authorized in the Violence Against Women Reauthorization Act of 2013 to improve the response of all aspects of the civil and criminal justice system to families with a history of domestic violence, dating violence, sexual assault, stalking, or in cases involving allegations of child sexual abuse.

Enclosed you will find the award package. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact Julie Aldrich at (202) 616-1590. For financial grants management questions, contact the OVW Grants Financial Management Division at (202) 514-8556, or by e-mail at ovw.gfmd@usdoj.gov. For payment questions, contact the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or by email at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Bea Hanson", is located below the "Sincerely," text.

Bea Hanson
Principal Deputy Director

Enclosures



OFFICE FOR CIVIL RIGHTS

Office of Justice Programs
U.S. Department of Justice
810 7th Street, NW
Washington, DC 20531

Tel: (202) 307-0690
TTY: (202) 307-2027
E-mail: askOCR@usdoj.gov
Website: www.ojp.usdoj.gov/ocr

August 23, 2016

Mr. Charles K. Windes
Okaloosa County
C/O Contracts & Grants
302 N Wilson Street, Suite 203
Crestview, FL 32536

Dear Mr. Windes:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at <http://ojp.gov/about/ocr/vawafaqs.htm>.

Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website <http://www.lep.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The DOJ regulation, Equal Treatment for Faith-Based Organizations, 28 C.F.R. pt. 38, requires State Administering Agencies (SAAs) to treat faith-based organizations the same as any other applicant or recipient. The regulation prohibits SAAs from making awards or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the DOJ to fund inherently (or explicitly) religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must hold them separately from the program funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see the OCR's website at http://www.ojp.usdoj.gov/about/ocr/equal_fbo.htm.

SAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 42 U.S.C. § 3789d(c); the Victims of Crime Act of 1984, as amended, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 42 U.S.C. § 5672(b); and VAWA, Pub. L. No. 113-4, sec. 3(b)(4), 127 Stat. 54, 61-62 (to be codified at 42 U.S.C. § 13925(b)(13)) contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013), available at http://www.ojp.usdoj.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), 205(e)(5)).

Meeting the EEOP Requirement

If your organization has less than fifty employees or receives an award of less than \$25,000 or is a nonprofit organization, a medical institution, an educational institution, or an Indian tribe, then it is exempt from the EEOP requirement. To claim the exemption, your organization must complete and submit Section A of the Certification Form, which is available online at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

If your organization is a government agency or private business and receives an award of \$25,000 or more, but less than \$500,000, and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form), but it does not have to submit the report to the OCR for review. Instead, your organization has to maintain the Utilization Report on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

If your organization is a government agency or private business and has received an award for \$500,000 or more and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form) and submit it to the OCR for review within sixty days from the date of this letter. For assistance in developing a Utilization Report, please consult the OCR's website at <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>. In addition, your organization has to complete Section C of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

To comply with the EEOP requirements, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 307-0690, by TTY at (202) 307-2027, or by e-mail at EEOsubmission@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

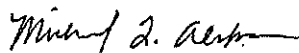
If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see http://www.ojp.usdoj.gov/funding/other_requirements.htm.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



U.S. Department of Justice
Office on Violence Against Women
Grants Financial Management Division

Washington, D.C. 20531

August 23, 2016

Mr. Charles K. Windes
Okaloosa County
C/O Contracts & Grants
302 N Wilson Street, Suite 203
Crestview, FL 32536

Reference Grant Number: 2016-FJ-AX-0016

Dear Mr. Windes:

I am pleased to inform you that my office has approved the following budget categories for the aforementioned grant award in the cost categories identified below:

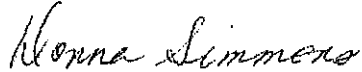
Category	Budget
Personnel	\$5,277
Fringe Benefits	\$2,052
Travel	\$1,424
Equipment	\$0
Supplies	\$0
Construction	\$0
Contractual	\$548,576
Other	\$0
Total Direct Cost	\$557,329
Indirect Cost	\$0
Total Project Cost	\$557,329
Federal Funds Approved:	\$557,329
Non-Federal Share:	\$0
Program Income:	\$0

If you have questions regarding this award, please contact:

- Program Questions, Julie Aldrich, Program Manager at (202) 616-1590
- Financial Grants Management Questions, the OVW Grants Financial Management Division at (202) 514-8556, or by e-mail at ovw.gfmd@usdoj.gov
- Payment Questions, the Office of Chief Financial Officer, Customer Service Center(CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfb@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads "Donna Simmons".

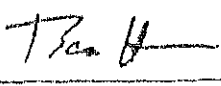
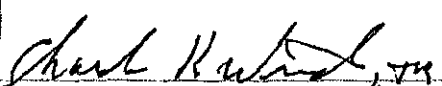
Donna Simmons
Associate Director, Grants Financial Management Division



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

Grant

PAGE 1 OF 10

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Okaloosa County C/O Contracts & Grants 302 N Wilson Street, Suite 203 Crestview, FL 32536		4. AWARD NUMBER. 2016-FJ-AX-0016	
		5. PROJECT PERIOD: FROM 10/01/2016 TO 09/30/2019 BUDGET PERIOD: FROM 10/01/2016 TO 09/30/2019	
		6. AWARD DATE 08/23/2016	7. ACTION Initial
2a. GRANTEE IRS/VENDOR NO. 596000765	8. SUPPLEMENT NUMBER 00		
2b. GRANTEE DUNS NO. 613277649	9. PREVIOUS AWARD AMOUNT \$ 0		
3. PROJECT TITLE Justice for Okaloosa County Families Program		10. AMOUNT OF THIS AWARD \$ 557,329	
		11. TOTAL AWARD \$ 557,329	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under 42 U.S.C. 10420			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.021 - Justice Systems Response to Families			
15. METHOD OF PAYMENT GPRS			
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Bea Hanson Principal Deputy Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Charles K. Windes Okaloosa County Board of County Commissioners	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 9/21/16
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X A FJ 29 00 00 557329		21. FJ16D00004	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



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

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 10

PROJECT NUMBER 2016-FI-AX-0016

AWARD DATE 08/23/2016

SPECIAL CONDITIONS

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

The recipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website to include any amendments made throughout the course of the grant period.

2. Requirement to report potentially duplicative funding

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

3. Requirements related to System for Award Management and Unique Entity Identifiers

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

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

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OVW web site at <https://www.justice.gov/ovw/grantees> (Award condition: Registration with the System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

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

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

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



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

AWARD CONTINUATION
SHEET
Grant

PAGE 3 OF 10

PROJECT NUMBER 2016-FJ-AX-0016

AWARD DATE 08/23/2016

SPECIAL CONDITIONS

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

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

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide as posted on the OVW website.

6. OVW Training Guiding Principles

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

7. Effect of failure to address audit issues

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

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

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

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

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

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016.

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

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <http://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

CRW



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

**AWARD CONTINUATION
SHEET
Grant**

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PROJECT NUMBER 2016-FJ-AX-0016

AWARD DATE 08/23/2016

SPECIAL CONDITIONS

11. Restrictions on "lobbying" and Policy Development

Federal funds may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government without the express prior written approval of OVW, in order to avoid violation of 18 U.S.C. 1913. The recipient, or any subrecipient ("subgrantee") may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 42 U.S.C. 13925(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

12. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2016)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2016, are set out at <https://www.justice.gov/ovw/grantees>, and are incorporated by reference here.

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

13. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 950 Pennsylvania Avenue, N.W. Room 4706, Washington, DC 20530; (2) e-mail to: oig.hotline@usdoj.gov; and/or (3) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <http://www.usdoj.gov/oig>.

CRW



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

**AWARD CONTINUATION
SHEET
Grant**

PAGE 5 OF 10

PROJECT NUMBER 2016-FJ-AX-0016

AWARD DATE 08/23/2016

SPECIAL CONDITIONS

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

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

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

1. In accepting this award, the recipient--

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

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

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

a. it represents that--

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

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

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

CRW



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

**AWARD CONTINUATION
SHEET
Grant**

PAGE 6 OF 10

PROJECT NUMBER 2016-FJ-AX-0016

AWARD DATE 08/23/2016

SPECIAL CONDITIONS

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

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

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

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

16. Encouragement of policies to ban text messaging while driving

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

17. The grantee agrees to follow the applicable set of general terms and conditions which are available at <http://www.justice.gov/ovw/grantees>. These do not supersede any specific conditions in this award document.

18. The Violence Against Women Reauthorization Act of 2013 added a new civil rights provision that applies to all OVW grants issued in FY 2014 or after. This provision prohibits OVW grantees from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. The grantee acknowledges that it will comply with this provision.

19. The recipient acknowledges that they are responsible for maintaining updated contact information in the Grants Management System. To update information in GMS for either the point of contact and/or the authorized representative, grantees must submit a Grant Adjustment Notice.

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

21. The grantee agrees to comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C 3711 et seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, and OVW's implementing regulations at 28 CFR Part 90.

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

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

CHW



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24. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OVW grant funds, without prior written approval from OVW.
25. The Director of OVW, upon a finding that there has been substantial failure by the recipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant solicitation, will terminate or suspend until the Director is satisfied that there is no longer such failure, all or part of the award, in accordance with the provisions of 28 CFR Part 18, as applicable mutatis mutandis.
26. The grantee agrees to comply with the provisions of 42 U.S.C. 13925(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The grantee also agrees to ensure that any subgrantees meet these requirements.
27. The grantee agrees to submit semiannual progress reports that describe project activities during the reporting period. Progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1 - June 30 and July 1 - December 31 for the duration of the award. Future awards may be withheld if progress reports are delinquent. Grantees are required to submit this information online, through the Grants Management System (GMS), on the semi-annual progress report for the relevant OVW grant programs.
28. Under the Government Performance and Results Act (GPRA), VAWA 2000 and subsequent legislation, grantees are required to collect and maintain data that measure the effectiveness of their grant-funded activities. Accordingly, the grantee agrees to submit semi-annual electronic progress reports on program activities and program effectiveness measures. Grantees are required to collect the information that is included on the Measuring Effectiveness Progress Report for the OVW Program under which this award is funded.
29. A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 90 days after the end of the award. The Final Progress Report should be submitted to the Office on Violence Against Women through the Grants Management System with the Report Type indicated as "Final".
30. The recipient agrees that it will submit quarterly financial status reports to OVW on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.
31. The grantee agrees to attend and participate in OVW-sponsored technical assistance. Technical assistance includes, but is not limited to, national and regional conferences, audio conferences, webinars, peer-to-peer consultations, and workshops conducted by OVW-designated technical assistance providers. All training will be coordinated by OVW-designated technical assistance providers.
32. Funds allocated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval by OVW. To request approval, grantees must submit a Program Office Approval Grant Adjustment Notice (GAN) via the Grants Management System (GMS). The grantee must include a copy of the event's brochure, curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs should be attached to the GAN. The GAN request must be submitted to OVW at least 20 days prior to registering for the event. Approval to attend non-OVW sponsored events will be considered on a case-by-case basis. This prior approval process also applies to requests for the use of OVW-designated technical assistance funds to pay a consultant or contractor not designated as an OVW technical assistance provider to develop and/or provide training and/or technical assistance.

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33. First-time grantees, or continuation grantees if requested, must agree to have key staff members, as identified by OVW, attend the OVW grantee orientation seminar, which may be offered in-person, online, or a combination of both. Additionally, if there is a change in the project director/coordinator during the grant period, the grantee agrees, at the earliest opportunity, to send the new project director/coordinator, regardless of prior experience with this or any other federal award, to an OVW grantee orientation seminar or require completion of the orientation online, whichever is available.
34. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day or \$81.25 per hour. A detailed justification must be submitted to and approved by the Office on Violence Against Women prior to obligation or expenditure of such funds. Although prior approval is not required for consultant rates below these specified amounts, grantees are required to maintain documentation to support all daily or hourly rates.
35. The recipient agrees to submit one copy of all required reports and any other written materials or products that are developed by the grantee or project partners and funded under the project to OVW not less than twenty (20) days prior to public release. If the written material is found to be outside the scope of the program, or in some way to compromise victim safety, it will need to be revised to address these concerns or the grantee will not be allowed to use project funds to support the further development or distribution of the materials.
36. All materials and publications (written, visual, or sound) resulting from award activities shall contain the following statements: "This project was supported by Grant No. _____ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women."
37. The grantee agrees that grant funds will not support activities that compromise victim safety and recovery, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; pre-trial diversion programs not approved by OVW or the placement of offenders in such programs; mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims, penalizing victims who refuse to testify, or promoting procedures that would require victims to seek legal sanctions against their abusers (e.g., seek a protection order, file formal complaint); the placement of perpetrators in anger management programs; or any other activities outlined in the solicitation under which the approved application was submitted.
38. The grantee agrees to submit for OVW review and approval any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding, and if applicable, the Internal Memorandum of Agreement.

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39. Pursuant to 2 CFR §200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. The Office on Violence Against Women reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish or otherwise use the work, in whole or in part (including in the creation of derivative works), for Federal purposes, and to authorize others to do so.

The Office on Violence Against Women also reserves a royalty-free, nonexclusive and irrevocable right to reproduce publish or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a subrecipient of this award, for Federal purposes, and to authorize others to do so.

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

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

40. The recipient agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office on Violence Against Women web site at: <http://www.ovw.usdoj.gov/docs/ffata-award-term.pdf> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own and/or operate in his or her name).
41. The grantee agrees that batterer intervention programs supported with grant funds must be part of a range of graduated sanctions that use the coercive power of the criminal justice system to hold batterers accountable for their criminal actions and help keep victims safe. Programs that focus on anger management for batterers or couples' counseling will not be supported with grant funds.
42. Any grantee providing OVW-funded supervised visitation and/or safe exchange services must ensure that internal and external policies and procedures for those services have been approved by OVW under this award or a previous award via a Grant Adjustment Notice.
43. Grant funds shall be used to support supervised visitation and safe visitation exchange of children by and between parents in situations involving domestic violence, child abuse, sexual assault, or stalking. The grantee may not use grant funds to support individual counseling, family counseling, parent education, support groups or therapeutic supervision. The grantee may not mandate that victims attend parent education or other program services.
44. Any grantee providing supervised visitation and/or safe exchange services must adhere to the following requirements, in addition to those stipulated in the solicitation: 1) ensure that a multidisciplinary team meets regularly and includes a representative of a domestic violence and/or sexual assault victim services organization and a judicial officer from the court that refers families to the visitation center; 2) ensure that supervised visitation and exchange services are aligned with OVW's Guiding Principles, available at: <http://www.ovw.usdoj.gov/docs/guiding-principles032608.pdf>; and 3) ensure that the grantee and its partners avail themselves of OVW-sponsored technical assistance, such as in-person and web-based trainings and written resources, including those available at <https://safehavenonline.org>.

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45. Any grantee providing supervised visitation and/or safe exchange services must ensure that any physical site used as a supervised visitation/safe exchange facility ensures complete separation of sight and sound between parties at all times, provides adequate safety and security, and has received OVW approval under this award or a previous award to be used as a supervised visitation center. If the grantee intends to move OVW-funded services to a different location, or provide OVW-funded supervised visitation and safe exchange services at an additional site, the grantee must obtain OVW approval via a Grant Adjustment Notice before grant funds are used to provide services at the new site.
46. The recipient agrees to coordinate with the designated OVW Justice for Families technical assistance provider to develop the training curriculum funded under this project. Further, the recipient agrees to submit the training curriculum not less than twenty (20) days prior to public release for OVW review and approval.
47. Recipient integrity and performance matters:
- Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS
- The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OVW award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OVW awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").
- The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OVW web site at: <https://www.justice.gov/ovw/grantees>. (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.
48. The grantee acknowledges that it has a current grant award under the same OVW grant program from which this new award is being made. The recipient may obligate, expend and draw down from this award only funds for travel related expenses to attend OVW-sponsored technical assistance events up to \$10,000. The grantee agrees not to obligate, expend, or draw down any additional funds until all funds are expended on their current OVW award for the same program. If the grantee needs to obligate, expend, or draw down additional funds from this award prior to the completion/expiration of the current award, they must submit a written request to their Program Specialist for review and approval. Once the request is approved, a Grant Adjustment Notice will be issued allowing the grantee access to funds.

CKW



U.S. Department of Justice

Office on Violence Against Women

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Marnie Shiels, Attorney Advisor

Subject: Categorical Exclusion for Okaloosa County

The Grants to Support Families in the Justice System program (referred to as the Justice for Families Program) was authorized in the Violence Against Women Reauthorization Act of 2013 to improve the response of all aspects of the civil and criminal justice systems to families with a history of domestic violence, dating violence, sexual assault, stalking, or in cases involving allegations of child sexual abuse. The program supports the following activities for improving the capacity of courts and communities to respond to families affected by the targeted crimes: court-based and court-related programs, supervised visitation and safe exchange by and between parents, training and technical assistance for people who work with families in the court system, civil legal services, provision of resources in juvenile court matters, and development of promotion of legislation, model codes, policies, and best practices. Projects supported by the Justice for Families Program are those that focus on keeping victims and their children safe from further abuse and holding offenders accountable.

None of the following activities will be conducted under the OVW federal action:

1. New construction.
2. Any renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year floodplain.
3. A renovation which will change the basic prior use of a facility or significantly change its size.
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment.
5. Implementation of a program involving the use of chemicals. Consequently, the subject federal action meets the criteria for a categorical exclusion as contained in paragraph 4.(b) of Appendix D to Part 61 of the Code of Federal Regulations (adopted by OVW at 28 CFR § 0.122(b)).



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**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2016-FJ-AX-0016

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This project is supported under 42 U.S.C. 10420

1. STAFF CONTACT (Name & telephone number)

Julie Aldrich
(202) 616-1590

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

Marcella B. Eubanks
Contracts And Grants Mgr
302 N Wilson Street
Suite 203
Crestview, FL 32536
(850) 689-5000 ext.4381

3a. TITLE OF THE PROGRAM

OVW FY 2016 Justice for Families Program

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

4. TITLE OF PROJECT

Justice for Okaloosa County Families Program

5. NAME & ADDRESS OF GRANTEE

Okaloosa County
C/O Contracts & Grants 302 N Wilson Street, Suite 203
Crestview, FL 32536

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2016 TO: 09/30/2019

8. BUDGET PERIOD

FROM: 10/01/2016 TO: 09/30/2019

9. AMOUNT OF AWARD

\$ 557,329

10. DATE OF AWARD

08/23/2016

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Grants to Support Families in the Justice System program (referred to as the Justice for Families Program) was authorized in the Violence Against Women Reauthorization Act of 2013 to improve the response of all aspects of the civil and criminal justice systems to families with a history of domestic violence, dating violence, sexual assault, stalking, or in cases involving allegations of child sexual abuse. The program supports the following activities for improving the capacity of courts and communities to respond to families affected by the targeted crimes: court-based and court-related programs; supervised visitation and safe exchange by and between parents; training and technical assistance for people who work with families in the court system; civil legal services; and provision of resources in juvenile court matters. Projects supported by the Justice for Families Program are those that focus on keeping victims and their children safe from further abuse and holding offenders accountable.

Okaloosa County, located in the Florida Panhandle, has many underserved communities including isolated, rural, and Limited-English proficient populations.

Previous funding through the Safe Havens for Supervised Visitation Grant, allowed for the development of a second supervised visitation site to serve the largely rural, poor northern tier of Okaloosa County.

Okaloosa County Board of County Commissioners and its collaborative partners, First Judicial District, Safe Connections, and Shelter House, will use this award to provide supervised visitation and safe exchange services and training for court-based and court related personnel. Specifically, Okaloosa County Board of County Commissioners and its partners will: (1) Expand access to supervised visitation and safe exchange services that are consistent with OVW's Guiding Principles in all of Okaloosa County, Florida by relocating the Southern Okaloosa County visitation site and increasing hours in the Northern Safe Connections site; and (2) provide in-depth training for court-based and court-related personnel and child protective services workers on the dynamics of domestic violence, dating violence, sexual assault, and stalking, including information on perpetrator behavior, evidence-based risk factors for domestic and dating violence homicide, and on issues relating to the needs of victims, including safety, security, privacy, and confidentiality.

Okaloosa County Board of County Commissioners will serve as the fiscal implementing entity for this project.

The timing for performance of this award is 36 months.

CA/NCF

FY 2016 OVW JUSTICE FOR FAMILIES PROJECT NARRATIVE

A. PURPOSE OF APPLICATION

Purpose Areas to be Addressed

Purpose Area 1: Supervised visitation and safe exchange:

Purpose Area 3: Training for court-based and court-related personnel:

Problem to Be Addressed for Purpose Area 1:

Victims of domestic violence and their children¹ have a dramatically increased risk of re-victimization if their batterer is allowed contact with her in seeing their shared children. Despite this increased risk², women are required to comply with court-ordered visitation or exchanges of the children with the battering parent. In order to assure the safety of both mother and child in the case of visitation with non-custodial parents who batter, Supervised Visitation and Safe Exchange programs are needed. Previous funding through the Safe Havens for Supervised Visitation Grant, allowed for the development of a second site to serve the largely rural, poor northern tier of Okaloosa County.

The need is for these valuable safe supervised visitation and safe exchange services to broaden to meet all victim needs. In addition to the Development Site, there is a need to relocate the current site in the south end of the County into a space which will also meet OVW standards for the highest level of site safety. This move and continued funding are needed to assure that all victims of domestic violence, dating violence, child sexual abuse, sexual assault,

¹ Studies show that child abuse occurs in 30-60% of family violence cases that involve families with children. Source: "The overlap between child maltreatment and woman battering." J.L. Edleson, Violence Against Women, February, 1999

² Battered women seek medical attention for injuries sustained as a consequence of domestic violence significantly more often after separation than during cohabitation; about 75% of the visits to emergency rooms by battered women occur after separation (Stark and Flitcraft, 1988).

or stalking in Okaloosa County are provided the standards and practices needed to be brought fully in line with the Six Guiding Principles.

Problem to Be Addressed for Purpose Area 3:

Judges make decisions that affect the lives of the victim, the batterer, the children and, potentially, other family members. The judicial system can help protect victims and their families, ensure that perpetrators are held accountable and prevent further domestic violence.³ “Judges need training because many may be unaware of the effects of domestic violence as well as barriers in the legal system that impede victims.”⁴

There is need for additional training for Court-based and court-related personnel. Although Florida does have minimum mandated domestic violence training for the judiciary, there is little provision to provide for accessible and in-depth training opportunities which create the type of social and systematic changes necessary to increase safety and decrease systematic abuse of domestic violence victims and their children.

Gaps in Service

Sufficient funding is not available locally to continue offering visitation services to under-served communities, specifically isolated, rural, and Limited-English proficient Mexican laborers in Okaloosa County, where travel distance and transportation are both barriers to service. Because without continued OVW funding, the services would only be provided based on a sliding fee scale in order to allow the local programs enough revenue to operate and supervised visitation and safe exchange services would not be a viable option for many economically disadvantaged victims. The site in the southern tier of the county is in donated space and must also be moved to a safer location in order to provide for the separation of victims of abuse and

³ Judicial Responses to Domestic Violence, <http://www1.umn.edu/humanrts/svaw/svaw/domestic/link/judge2.htm>;

⁴ <https://marybyronproject.wordpress.com/>

their children by providing separate parking, entrances and waiting areas. And in general, without OVW funding, many families in the service area would find it difficult and dangerous to carry out court-ordered visitation scenarios.

This funding will compliment efforts previously made during the Safe Havens Development Grant. In the first year, the funding will provide for the continuation of services at the Northern Okaloosa County, OVW Development site, and allow for the program to move the current Southern Okaloosa County site to a more suitable location that meets the necessary safety and accessibility provisions for victims and their children.

Tremendous progress to address problems was made during the Safe Havens Development and Implementation Project: 2011-CW-AX-K021. This project led to a new site with the goal of addressing the needs in this rural community with the target population of a large influx of young military families with high levels of domestic violence. A Consulting Committee was developed consisting of representatives of experts in the fields of child abuse and neglect, advocacy for victims of domestic violence and sexual assault, services for underserved and diverse communities, and civil legal service providers, among others, including representatives of underserved communities. Formal referral relationships were developed with member organizations of the Consulting Committee to provide additional options and resources to families accessing visitation center services. The Consulting Committee also identified additional outreach service needs of underserved populations in the county, included Limited-English proficient Mexican laborers, isolated, rural and low income residents, many of whom are young veterans. New visitation center policies and protocols in accordance with the Six Guiding Principles were developed and implemented in the new site and the existing site.

It became clear that our site in the southern tier of the county did not rise to this level of necessary safety and it is our intention to correct this move this site to a new location. This new Southern County site will be modeled after the OVW Safe Havens Northern Okaloosa County which includes a site designed for safety from any potential victim contact by a batterer. The new location will include separate entrances, parking, waiting areas and bathrooms as well as thoughtful provisions that ensure no line of sight or ability to overhear conversation. Policies and procedures which account for safety in all areas and are consistent with the Six Guiding Principles were developed during the Safe Havens Development Grant and will continue to be instituted at both sites.

Another compliment to progress made will be to move forward with the Domestic Violence Coordinating Council's (DVCC) identified need to implement in-depth training opportunities for court-based, court-related and court-appointed personnel on the dynamics of domestic violence, dating violence, sexual assault, and stalking, including information on perpetrator behavior, evidence-based risk factors for domestic and dating violence homicide, and on issues relating to the needs of victims, including safety, security, privacy, and confidentiality. The intention will be for the project to meet this need by coordinating a three year plan with OVW approved technical assistance providers to include: the *National Council of Juvenile and Family Court Judges*, *The Family Violence and Domestic Relations Program* and the *Supervised Visitation Initiative (SVI) of the Vera Institute of Justice*.

B. WHAT WILL BE DONE

Area 1: Addressing Safety Needs through Safe and Accessible Supervised Visitation and**Safe Exchange:**

It is the intention of this project to assure the safety of both mothers and children in Okaloosa County when there is need for visitation with non-custodial parents who batter, with the service provider Safe Connections (previously called Judge Ben Gordon, Jr. Family Visitation Center), a qualified, safe Supervised Visitation and Safe Exchange program. Safe Connections (SC) has been operating for nineteen years and has been an OVW Safe Havens provider for ten. During this entire period SC has had the same director lead them from a program founded for child welfare into one that avails equal regard for the emotional and physical safety of each victim and child. During the most recent Safe Havens Development Grant, the program had the benefit of spending time and gaining intensive training and valuable feedback in the review and rewriting of all policies and procedures. These policies and procedures have been thoroughly vetted and approved by OVW and are fully integrated into practice. This grant also allowed for the opportunity to meet the needs of un-served families in North Okaloosa County with a new site developed entirely through the lens of safety and with the guidance and supervision of OVW. This new site offers safety features which have not been viable in our Southern Okaloosa County site. It is our intention to use this funding to move this southern site out of its long-time donated space and into a space that offers the potential to become another model of safe and accessible supervised visitation services.

Barriers to Overcome:

Sufficient funding has not been available locally to make visitation services available to under-served communities, specifically isolated, rural families in the northern tier of the county

and the where travel distance and transportation are both barriers to service. The southern coastal portions of the service area has a population of nonwhite immigrant workers – primarily undocumented Mexican workers - attracted by tourism’s service industry jobs. This typically hardworking population of victims is often Limited-English proficient, underpaid and suffering from isolation and fear of unknown safety options. **The funding from this grant will allow for regionally accessible and culturally sensitive services to be provided at no cost**, which is the only option for many economically, disadvantaged victims. And in general, many families in the service area would be left with frightening, difficult and dangerous court-ordered visitation scenarios.

Space in South Okaloosa County is donated upstairs in a Church and lacks the accessibility and opportunities to provide for optimum safety protocols but is without adequate funding to lease appropriate space to meet necessary site safety accessibility standards. **The funding from this grant will allow for services to be relocated into leased space** which meets ADA standards as well as the requirements for safety to include separation of parking, entrances, and waiting areas.

Our commitment:

This project is committed to ensuring that all victims and their children in Okaloosa County are provided accessible safe services that are aligned with OVW’s Guiding Principles for Supervised Visitation.

Area 3: Addressing Safety Needs for Court Personnel Training:

Okaloosa County has a diverse Domestic Violence Coordinating Council (DVCC) which has identified the need for a long term plan of providing in-depth and ongoing training for Court Personnel. It is the contention of DVCC that the legal process plays an enormous role in the

outcomes for victims and their children. It is also thought that with new and rotating judges and staff assigned, not only cases defined as domestic violence cases, but also to juvenile, family law or criminal cases with indicators of domestic violence, it is imperative to provide consistent offerings of updated and in-depth training is necessary to the provision of the safest outcomes for victims and their children.

Barriers to Overcome:

Domestic Violence training is not reaching our Judges and court personnel. It is the contention of this project that well trained Judges and court personnel are crucial in identifying and working to end legal and systematic barriers. There is a need for training, specifically designed for Judges and preferably presided over by one of their peers. Trained Judges will lead to an increase of importance to the provision of domestic violence training for all court personnel.

Time and funding for travel to training is unavailable. It is the goal of this project to make expert judicial training more accessible by bringing in OVW Technical Support expertise and to provide funds for travel to OVW sponsored trainings when possible.

Our commitment:

This project is committed to utilizing this grant funding to support our judiciary and legal system with the provision of in-depth, convenient and accessible training.

Safe Connections Alignment with OVW's Guiding Principles

1. Equal Regard for Children and Adult Victims: Project partner, SC, has moved from a Child focused program to one that incorporates policies and procedures which address battering tactics and the many levels of safety necessary to provide for the safety of victims and their children.

2. Valuing Multiculturalism and Diversity: SC has made great advances with outreach in identifying service needs of underserved populations in the county, included Limited-English proficient Mexican laborers, isolated, rural and low income residents and military/veteran families. Specifically this has been accomplished by holding focus groups and adding culturally diverse expertise to the DVCC. These efforts have led to expanding access to supervised visitation and safe exchange hours, translation services, accessible locations, free services, outreach services, and staff training.

3. Incorporating an Understanding of Domestic Violence into Center Services: SC staff has participated in many years of training on the effects and dynamics of domestic violence, initially through excellent OVW providers such as Praxis International, followed by expertise of The Vera Institute, NCJFCJ and many others. SC also maintains ongoing required training and meaningful collaboration with our local domestic violence agency, Shelter House.

4. Respectful and Fair Interaction: SC has gone to great lengths to balance the fine line of respecting parent/child relationships while maintaining policies that hold batterers accountable. An example of this is the orientation process which is a critical opportunity for staff to build a rapport around the parent's relationship with their child but also provide a clear understanding and gain agreement to abide by service boundaries and limitations for the provision of safety.

5. Community Collaboration: Okaloosa County has a strong collaboration between the many agencies and organizations. Domestic Violence Coordinating Council (DVCC) is a coordinated community response council which pulls together the many agencies and practitioners who respond to domestic violence cases in the Northwest Florida area. This Council is a multidisciplinary effort formed to strengthen the links between individual agencies and general systems to include but not limited to domestic violence victim advocacy, supervised visitation,

the court system, law enforcement, prosecution, mental health, offender treatment, probation, health care and child protection.

6. Advocacy for Child(ren) and Adult Victims: SC has meaningful collaborative relationships with Shelter House, Inc. which includes a process for voluntary direct referral. In an effort to assist victims and their children the wide range of needs presented, SC has developed an ever-growing network of voluntary direct referral relationships with the many resources available in the community. This has become important to the holistic approach utilized by SC. Examples include the ability to provide voluntary direct referral to Child Support Enforcement, the Housing Authority, counseling providers, food pantries, etc.

How Safe Connections will provide for Safety:

All policies and procedures for SC have been written with all safety aspects addressed. These policies and procedures have been written to highest standards of OVW and approved and implemented at both sites. The design of the northern site incorporates all safety needs and was inspected and approved by OVW. The intention of the project is to move the Southern site into a space that also meets the highest standards of safety.

Security Measures:

- Off duty law enforcement is on site for all cases.
- Site Safety is provided with separate and secure parking, entrances, waiting rooms and bathrooms are provided for our current OVW site and the same is planned for a southern site. The current site is conveniently located near downtown and close to a main road in Crestview, Florida. The site was a home that has been modified with the addition of parking in the front and rear and separate entrances. The custodial parent is provided a separate driveway, parking and a secure and comfortable waiting room and bathroom with no

physical, auditory or visual contact possible. The other side of the house is provided front parking and a front entrance into the “security room.” Visiting parents check in with security and then proceed to the “visitation area.” Children are gathered from the custodial area and taken to the visitation area.

- Staggered arrival and departure times help ensure no contact.
- Visiting Parents are made completely aware of all safety measures with a thorough orientation process, and the provision of guidelines dictating policies.
- Victimized Parents are encouraged to participate in creating a safety plan specific to their visitation needs and to maintain an ongoing dialogue to ensure their comfort and safety.
- All contact between visiting parents and children is restricted to the on-site visitation area and is supervised by well trained monitors.
- Staff is required extensive training prior to monitoring visitation. This training includes the areas of domestic violence, sexual assault, stalking, report writing, handling difficult situations, ethics, and many others. SC training requirement surpasses the Minimum Standards for Safe Supervised Visitation in Florida as well as the Supervised Visitation Network’s Training requirements.

Confidentiality

SC is committed to promoting an environment that maintains the full trust and confidence of the families served. It is recognized that the daily work puts staff in the unique and responsible position of having access to and being aware of an array of highly sensitive personal information. It is also recognized that many of the parents receiving services are living in undisclosed locations due to their status as a victim of abuse. In order to provide the utmost safety from

disclosure of private information, SC has policies that look at confidentiality as a key component of safety throughout the program.

Documentation

Documentation policies have been created with a clear purpose and awareness of the potential for creating increased safety issues by misuse or misinterpretation of any documentation. When reviewed by a second staff, there should be no grey, confusing or questionable statements. At the same time, knowledge of the issues surrounding each family's needs and concerns for safety provide the important underlying context for educated listening and reporting.

Court Testimony and Records Release

Any testimony or record's release is strictly forbidden without a precise Order of the Court or unless we have a voluntary, clearly informed, written and signed, time-limited consent of the client. We only share the specific information the client allows in their time specific release and preceded by a written subpoena which: has been verified authentic by checking date, seal and signatures; is limited and specific in scope to cover only the Visitation Reports. If the subpoena does not meet statutory requirements for time and date, or requests information determined to create a possible safety issue by SC Executive Director and Legal Counsel, a legal remedy up to or including a Motion to Quash will be sought. SC Staff acts as a custodian of the records for SC and can testify only to the factual information in the visitation reports. No opinions relating to the parent's capacity or future custody arrangements of any child are permissible.

Goals & Objectives, Activities & Timeline

PROJECT GOAL: TO INCREASE THE SAFETY OF WOMEN WITH CHILDREN IN OKALOOSA AND WALTON COUNTIES WHO HAVE BEEN BATTERED AND WHO SHARE CUSTODY WITH THE BATTERER.

Goal 1: Expand access to supervised visitation and safe exchange services that are consistent with OVW's Six Guiding Principles in all of Okaloosa County, Florida.

Objectives:

- A. To review available local demographic and service needs to identify critical underserved populations of battered women in Southern Okaloosa County.
- B. To conduct population-specific outreach to the prioritized underserved communities.
- C. To relocate the Southern Okaloosa County visitation site to gain accessibility and increase safety.
- D. To increase available service hours in the current OVW Safe Connections site in Crestview, serving the Northern tier of Okaloosa County.

Goal 2: To provide in-depth training for court-based and court-related personnel and child protective services workers on the dynamics of domestic violence, dating violence, sexual assault, and stalking, including information on perpetrator behavior, evidence-based risk factors for domestic and dating violence homicide, and on issues relating to the needs of victims, including safety, security, privacy, and confidentiality.

Objectives:

- A. To establish a Consulting Committee in partnership with Safe Connections, First Circuit Court and Shelter House to initiate a work plan to accomplish training goals.
- B. To contact OVW Technical Assistance Providers to gain insight into training options.

C. To prioritize training needs.

D. To partner with Domestic Violence Coordinating Council's Conference Planning Committee.

E. To establish and carry out a plan to raise awareness among target population of training opportunities.

Activity	Year 1				Year 2				Year 3			
	1	2	3	4	1	2	3	4	1	2	3	4
Review available local demographic and service needs to identify critical underserved populations of battered women in Southern Okaloosa County	X	X	X									
Conduct population-specific outreach to prioritized underserved communities.	X	X	X	X	X	X	X	X	X	X	X	X
Relocate the Southern Okaloosa County visitation site to gain accessibility and increase safety.			X	X								
Increase available service hours in the current OVW Safe Connections site in Crestview, serving the Northern tier of Okaloosa County	X	X	X	X	X	X	X	X	X	X	X	X
Recruit additional volunteers to support expanded programming.	X	X	X	X	X	X	X	X	X	X	X	X
Hire additional visitation center staff	X	X										
Promote and provide active referrals to d.v. victims.	X	X	X	X	X	X	X	X	X	X	X	X
Provide ongoing training to visitation staff on d.v.	X	X	X	X	X	X	X	X	X	X	X	X
Participate in overall safety plans for d.v. victims	X	X	X	X	X	X	X	X	X	X	X	X
Maintain a safe and nurturing environment	X	X	X	X	X	X	X	X	X	X	X	X
Establish a Consulting Committee in partnership with Safe Connections, First Circuit Court and Shelter House to initiate a work plan to accomplish training goals.	X	X	X	X								
Coordinate with OVW Technical Assistance Providers to gain insight into training options.	X	X	X	X	X	X			X	X		
Prioritize training needs	X	X	X		X	X			X	X		
Partner with Domestic Violence Coordinating Council's Conference Planning Committee.			X	X	X	X	X	X	X	X	X	X
Initiate and implement a plan to raise dv awareness with training opportunities.		X	X	X	X	X	X	X	X	X	X	X
Participate in OVW sponsored TA and training.					X	X	X	X	X	X	X	X

c. WHO WILL IMPLEMENT THE PROJECT
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The Collaborative

In 1997, staff from the Judge Ben Gordon, Jr. Family Visitation Center (now named Safe Connections) began meeting with Shelter House, the community domestic violence agency to discuss the provision of visitation services to victims of domestic violence who shared custody with their batterer. As a result of this, Shelter House staff provided training to SC staff and volunteers in the areas of recognizing domestic violence, methods and strategies for working with victims of domestic violence and the negative impact of domestic violence on both mother and child. These agencies recognized the need to engage the local court system as a partner in their collaborative and in 2002 a representative from the First Circuit Court. This collaborative has continued to meet regularly since then to identify ways in which they could support effective law enforcement and prosecution response to battered women and increased access to supervised visitation and safe exchange services. The Okaloosa County Board of Commissioner has supported the Collaborative since its inception, providing meeting room, support staff to the collaborative, funding for specific, relevant training and funding for services to end domestic violence and to support victims of domestic violence, child abuse, dating violence and stalking. The Okaloosa County Domestic Violence Coordinating Council is a community response that pulls together the many agencies & practitioners who respond to domestic violence cases in Okaloosa County. This council is a multidisciplinary effort which works to strengthen the links between individual agencies and general systems. Member agency goals include preventing domestic violence, increasing the accountability of offenders, maximizing the safety of victims and establishing awareness throughout the community.

The collaborating partners and responsibilities are outlined in the following chart:

Collaborator	Responsibilities
Okaloosa Board of County Commissioners	<p>Manage funds</p> <p>Report on grant funds spent and service information requested by OVW</p> <p>Coordinate the project in accordance with OVW expectations:</p> <p>1) Serving as the point of contact with OVW and technical assistance providers; 2) convening Consulting Committee meetings; 3) coordinating site visits and on-site technical assistance events; 5) ensuring that the project is developed and implemented in compliance with the statutory and minimum requirements of the Supervised Visitation Program.</p>
First Judicial District	<p>Refer families with histories of domestic violence to SC for services</p> <p>Communicate service levels and options to referring sources such as judges, county social workers, advocates, and others</p> <p>Participate in Project provided trainings</p> <p>Participate in Consulting Committee</p> <p>Participate in Collaborative meetings</p> <p>Act as conduit and information link to and from the bench</p>
Supervised Visitation Centers (Safe Connections)	<p>Facilitate the effective performance of grant activities.</p> <p>Provide operational supervision of grant deliverables.</p> <p>Provide Supervised Visitation, Transitional Visitation, and Safe Exchange services</p> <p>Coordinate interpretive services for non-English speaking children and families during visits and intakes</p> <p>Train staff in Safe Haven's expectations and 6 Guiding Principles</p> <p>Assure a deep understanding of domestic violence is embedded throughout SC staff.</p> <p>Participate in Collaborative</p> <p>Participate in Consulting Committee</p> <p>Participate in the planning and implementation of Court Personnel and additional Partner Trainings.</p>
Domestic Violence Service Provider (Shelter House, Inc.)	<p>Provide domestic violence training to SC staff and volunteers</p> <p>Refer clients in need of visit and exchange services to SC, using fee waivers and interpretive services made available through this grant</p> <p>Review SC procedures with regard to victim safety</p> <p>Participate in Collaborative</p> <p>Participate in Consulting Committee</p>

In addition to duties detailed above, staff and consultants from Safe Connections and Shelter House, among others will perform tasks related to carrying out the goals and objectives of the grant and assure that all promised deliverables are completed. The participation of all personnel is detailed as part of the attached Budget and Narrative.

Key Staff

Abra McGill, Grant Specialist for Okaloosa County will be Coordinator for the grant. She has been employed by Okaloosa County Board of County Commissioners for 10 1/2 years. She coordinates the County's work with both federal and State grants and is currently the project manager for 10 active grants, assisting with a number of other grants as required. She is responsible for coordinating all aspects of the grants, including ongoing monitoring, meeting coordination, review of monthly and quarterly reporting, review of invoicing, preparation for site visits and audits, and making sure all applicable regulations and rules are followed in the execution of grant contracts.

Sharon Rogers, Executive Director of the Family Visitation Centers will facilitate the project, assuring that project goals and objectives are met on an operational level. She has a BA from the University of West Florida in Legal Administration. She was a founding member of Okaloosa Walton Supervised Visitation Development Committee, including development of board of directors, policies and procedures, safety protocols, site origination and design, training materials, community alliances, education and outreach. She presented information on Safe Supervised Visitation to Florida State Senate Hearing and provided assistance in the development of the Keeping Children and Families Safe Act of 2003. She was appointed as an expert in the field of Supervised Visitation and Monitored Exchanges, to the 2007 legislatively mandated Florida Supervised Visitation Safety Standards Committee. She has contributed to training materials and as a training consultant for the international Supervised Visitation

Network in the area of standards of practice for providers. The Family Visitation Centers in Shalimar was established in 1997 another in the neighboring Walton County in 2001 and finally the newest Center as a 2011 Safe Havens Development Project a site was opened in Crestview, to serve North Okaloosa County. During this period of Safe Havens Development, the name of the sites changed from Judge Ben Gordon, Jr. Family Visitation Center to Safe Connection in order to more closely reflect the overall mission. Also during this time, Sharon provided leadership and knowledge to the process of completely rewriting all policies and procedures to provide the highest level of safety and more closely align with the OVW Guiding Principles.

Rosalyn Iovieno, Executive Director of Shelter House, will support the project by participating in the collaboration meetings and providing additional staff support as needed. Rosalyn is a graduate of the University of Texas at Austin and re-joined Shelter House as the Executive Director in 2015 after spending much of her career working in nonprofit finance for organizations including Shelter House, Northwest Florida State College Foundation and Emerald Coast Theatre Company. She is involved in the community through Junior League of the Emerald Coast and also serves as an organizational consultant and speaker. Shelter House is a non-profit, state-certified domestic and sexual violence center serving victims and survivors in Okaloosa and Walton counties. Services provided include a 24-hour crisis hotline, counseling, advocacy, outreach, primary prevention, transitional housing, court accompaniment and confidential shelter.

Michael A. Flowers, the Administrative Judge for the First Circuit Court for Okaloosa County, Florida will support the project by participating in collaboration meetings and referring families to safe supervised visitation when applicable. He will also attend Court Personnel training on domestic violence as well as encourage participation by all judiciary and staff. Judge

Flowers was elected to this position on November 2, 2010 . Judge Flowers received his B.S. degree from Florida State University in 1981 and his J.D. degree from the Cumberland School of Law in 1985. Prior to his election to the circuit court in 2010, Flowers practiced law in Okaloosa County for 25 years.

Consulting Committee

The Consulting Committee will include members of the following organizations, most of which the Collaborative and the Domestic Violence Coordinating Council have current working relationships with. In some cases, new relationships will need to be established to assure the appropriate outreach and provision of services and consumer representatives will be sought to provide input into the project.

Safe Connections Supervised Visitation and Safe Exchange Services	Okaloosa County Dept of Growth Management	1st Judicial District Court Administration
Shelter House Domestic Violence Victim Services	Okaloosa County Child Protective Services,	Hurlburt Field Family Advocacy Program*
Bridgeway Centers, Inc. (Mental Health Provider),	State Attorney Victim Services	Okaloosa County Sheriff Victim Advocate
First Circuit Guardians Ad Litem of Florida	Substance Abuse Counselor	Okaloosa County Sheriff's Office, Domestic Violence Investigations
Eglin AFB Family Advocacy Program*	Faith Partners Shalimar United Methodist Church	International Community Church (Diversity)**
Batterers Intervention Program	Family Law Judges (2)	OCSO Immigration Issues, Human Trafficking Specialist**
Legal Service of Northwest Florida	Healthy Start Community Coalition of O-W Counties***	Lutheran Social Services of Florida***
US Attorney Victim/Witness Services	Pattison Professional Counseling	Panhandle Area Educational Consortium (PAEC) (Diversity)**

*Military **Undocumented Workers ***Poverty **BOLD:** Collaborative Members

D. SUSTAINABILITY PLAN

Safe Connections has been in existence for almost 19 years and Shelter House recently celebrated 25 years of service. The nonprofit service providers have successfully initiated and operated programs designed for the protection of women and children at risk. While major funding sources support their work, their support is committed annually and the success in repeatedly securing such funding is a testament to the ability to sustain program funding through the provision of high quality, population-specific services. In addition, the nonprofit partners have been successful in securing private funding on a one-time-only basis, both for ongoing operations and special initiatives. Okaloosa County and the First Circuit Court joined these nonprofit programs in working alongside through the Okaloosa County Domestic Violence Coordinating Council (DVCC) which was founded in 1997. This coordinated community response to domestic violence conducted a safety and accountability audit which produced a systems map resulting in many changes and increased collaboration to keep women and children in Okaloosa County safe.

A key element of our ability to commit to ongoing services beyond the term of the grant is the effective stewardship of organizational funds demonstrated by the Safe Connections Supervised Visitation Centers. Efforts to effectively use the funds they are given include maintaining a low overhead by securing a local Women's Impact Grant for the purchase of a property to develop the OVW Development site the northern tier of Okaloosa County. Each of the collaborating organizations will continue to plan together for the future, and take concrete steps to continue the project's goals beyond the next three years. Each individual organization has their own strategic plan to retain and/or grow funding; each organization is also committed to harnessing their expertise, constituent base, and energy to maintain this critical project. In

particular, Safe Connections is currently part of the “mission” program at many area churches and intends to reach out to others to increase this source of sustainable funds. Partners will work together to educate the public and government agencies as to the need and value of supervised visitation services, seeking to increase public sector support for services for low income families. In addition, these organizations can push for more public support for services to address and increased community awareness of domestic violence, child abuse, dating violence, sexual assault and stalking, and its impact on the community.