

INTER-AGENCY AGREEMENT
Monterey County Victim Services Project
CalOES VOCA XC16 Grant FY16-18

This Inter-Agency Agreement stands as evidence that the Monterey County Administrative Office/Office of Community Engagement and Strategic Advocacy (OCESA) and the Monterey County Probation Department intend to work together towards the mutual goal of providing maximum available assistance for victims of crime residing in Monterey County. Both agencies believe that continuation of the Monterey County Victim Services Project as funded by the California Office of Emergency Services Victims of Crime Act XC 16 grant. To this end, each agency agrees to participate in the program as follows:

Terms of Agreement

Monterey County Probation Department:

1. The Monterey County Probation Department will closely coordinate the following services with the OCESA through:
 - a. Assisting victims of crime with support for determination of damages and collection of restitution;
 - b. Referring victims and witnesses to appropriate community resources for crisis counseling, emergency food, etc.;
 - c. Assisting victims and witnesses with funeral arrangements, monitoring court proceedings, and arranging transportation;
 - d. Orienting clients to the Criminal Justice System;
 - e. Support expansion of data collection and reporting in Probation's Case Management System, Smart Probation.
2. The Monterey County Probation Department agrees to provide information to the OCESA staff on victim services and other information and resources provided to victims. The Program further agrees to provide referral information to victims and significant others who may benefit from Victim Services provided by other grantee organizations.
3. Reporting and service invoice/billing requirements include quarterly and annual or as needed basis will be provided to the OCESA staff for grant reporting and meeting reporting due dates.
4. This agreement will be in effect for a period of 2 years unless one or both parties terminate the agreement.

Office of Community Engagement and Strategic Advocacy:

1. Allocate and provide a total of **\$70,493** in VOCA XC16 funding to the Monterey County Probation Department for the salary and benefits of one (1) Probation Aide (\$46,823) assigned to the Juvenile Victim Restitution program and support expansion of the Case Management System (CMS), Smart Probation (\$23,670). Said funds will be disbursed on a quarterly basis upon presentation and verification of receipts, time cards, or other proofs of expenditure and receipt of CalOES VOCA XC16 funds reimbursement.

2. Coordinate grantee meetings between the OCESA and the Monterey County Probation Department staff on an as needed basis to discuss strategies, time tables and implementation of mandated services.
3. Communicate regularly with the Probation Chief regarding the victim services provided with support of the CalOES VOCA XC16 funds grant requirements.

CONFIDENTIALITY

To the extent permitted by law, both the District Attorney and Probation agree to share information regarding the youth affected by this Inter-Agency Agreement. Information from the youthful offenders' history shall be used only to gain an understanding of the needs of the youth and to improve the planning, delivery and evaluation of services. The sharing of information related to specific case histories, as permitted by law, is deemed essential to interagency collaboration.

EFFECTIVE DATE OF AGREEMENT:

This Inter-Agency Agreement shall become effective from July 1, 2016 and will terminate on June 30, 2018. If funding is available for subsequent years, this agreement will be reviewed and may be updated or revised by mutual consent. This agreement may be terminated by either party upon (30) days advance written notice to the other party.

We, the undersigned, as authorized representatives of the Monterey County Administrative Office/Office of Community Engagement and Strategic Advocacy and the Monterey County Probation Department do hereby approve this document.

Manny Gonzalez
Assistant County Administrative Officer
CAO/OCESA

Date: _____

Marcia Parsons
Chief of Probation
Monterey County Probation Department

Date: _____