



The Purchasing Memo

Date: June 24, 2025

To: Governing Body, Finance Committee, and Quality of Life Committee

From: Sandra Emory, Youth and Family Services Program Manager *Sandra Emory*

Via: Henri Hammond-Paul, Community Health and Safety Department Director *H-H-P*

Sierra Vigil-Trujillo, Youth and Family Services Project Administrator *SVT*  
Sierra Trujillo (Jun 25, 2025 07:59 MDT)

Subject: VAWA Grant FY26

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ITEM AND ISSUE:

Request Approval of the State of New Mexico Crime Victims Reparation Commission (CVRC) STOP Violence Against Women Act (VAWA) Formula Grant Agreement #15JOVW.24.00517.STOP in the Amount of \$77,211 with a Required Match of \$25,737 to Fund a Full-Time Term Position to Respond to Domestic Violence in the City of Santa Fe. (Sandra Emory, Youth and Family Services Program Manager; [sxemory@santafenm.gov](mailto:sxemory@santafenm.gov))

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate \$77,211 from the 2025 CVRC Grant Agreement to FY26 Revenue and Expenses for the Domestic Violence Response Team.

BACKGROUND AND SUMMARY:

The Santa Fe Police Department and the Youth and Family Services Division are collaborating to address the evolving safety needs in the City of Santa Fe. This partnership has launched initiative focused on reducing violence through prevention, intervention, and education. By integrating traditional policing methods with innovative, community-centric strategies, this collaborative effort aims to enhance public safety, support victims, and prevent future incidents of violence. This unified approach represents a comprehensive strategy for community safety, combining the police department's depth of experience with the proactive community engagement initiatives of the Community Violence Prevention Program, demonstrating a strong commitment to fostering a safer and more resilient Santa Fe.

The primary goal of applying for this grant is to enhance support for victims and increase offender accountability in Santa Fe through the development of a specialized Domestic Violence-Specific Response Team (DVRT). Key objectives include training and deploying a team, including a domestic violence response specialist. These efforts aim to establish a robust framework for addressing domestic violence effectively within the community.

The Youth and Family Services Division in partnership with the Santa Fe Police Department applied for a federal STOP Violence Against Women Act (VAWA) and Victims of Crime Act (VOCA) grant. The city received the grant agreement in May and this will be year one of a four year renewable grant.

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:

Fund Name/Number: Human Service Fund/ 240

Munis Org Name/Number: 2400122

Munis Object Name/Number: Dept. of Justice VAWA thru CVRC/ 490555

Budget Officer / Designee: Andy Hopkins Date: 07/02/2025

Budget Officer Comment/Exceptions: \_\_\_\_\_

**ASSOCIATED APPROVALS:**

IT Components included?  Yes |  No

Approval: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Comment/Exceptions: \_\_\_\_\_

Treasury/Point of Sale Components included?  Yes |  No

Approval: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Comment/Exceptions: \_\_\_\_\_

Vehicles included?  Yes |  No

Approval: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Comment/Exceptions: \_\_\_\_\_

Construction to City Facilities, Furniture, and/or Fixtures included?  Yes |  No

Approval: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Comment/Exceptions: \_\_\_\_\_

Is this an externally funded purchase?  Yes |  No

If yes, what is the issuing agency: New Mexico Crime Victims Reparation Commission

Approval: ERIKA LUJAN Title: Grant Manager Date: 07/02/2025

Comment/Exceptions: \_\_\_\_\_

Is this a Capital Asset or Project?  Yes |  No

Project Ledger Number: YFD2624001

Approval: Emily K. Oster Title: Finance Director Date: 07/03/2025

Comment/Exceptions: \_\_\_\_\_

**ATTACHMENTS:**

Grant agreement

Project ledger

BAR

STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION

MICHELLE LUJAN GRISHAM  
GOVERNOR



FRANK ZUBIA  
DIRECTOR

May 22, 2025

RE: STOP Violence Against Women Formula Grant Program  
Final Award Contract Federal Grant #15JOVW-24-GG-00517-STOP

Dear City of Santa Fe:

Congratulations once again on your agency being selected to receive a STOP Violence Against Women Act (STOP VAWA) federal subgrant award. The approved award amount is \$77,211.00 and the required match is \$25,737.00. The awards were approved at the May 22, 2025 Commission Meeting and are now final. This award period will begin July 1, 2025 and end June 30, 2026. This funding is for year one (1) of the 4-year grant cycle.

The week of June 9, 2025, you will receive an email from DocuSign with a link to the contract. Please digitally sign the contract through DocuSign before submitting your first invoice. You will have access to the award in WebGrants on or before the first invoice is due on August 11, 2025. If you do not receive the email from DocuSign or would like technical assistance, please contact me at (505) 709-0485 or [Kristin.Wood-Hegner@cvrc.nm.gov](mailto:Kristin.Wood-Hegner@cvrc.nm.gov) or Grants Bureau Chief, Donna Richmond, at (505) 795-4486 or [Donna.Richmond@cvrc.nm.gov](mailto:Donna.Richmond@cvrc.nm.gov).

As part of our grant monitoring policies and procedures we are in the process of reviewing or have reviewed your agency's most recent audit report. Audit reports are reviewed in their entirety. Agencies with unfavorable audit reports issued, material weaknesses, and/or significant deficiencies will have additional monitoring requirements.

- Your agency must maintain all source documents on file and be able to present them for desk or site audit.
- Submit invoices monthly.
- Submit time and activity sheets for all federal and match employees.

We appreciate your assistance and compliance with the additional financial monitoring within your agency. It is our collective duty to ensure that we are all good stewards of the funding we monitor and receive.

If you have any questions or need any technical assistance during the grant year, please do not hesitate to contact our office. We look forward to working with you this year.

Sincerely,

A handwritten signature in black ink, appearing to read "Kristin Wood-Hegner".

Kristin Wood-Hegner  
VAWA Grant Administrator  
New Mexico Crime Victims Reparation Commission  
[Kristin.Wood-Hegner@cvrc.nm.gov](mailto:Kristin.Wood-Hegner@cvrc.nm.gov)  
(505) 709-0485



**STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION  
FY 2026 STOP Violence Against Women Act Formula Grant Special Conditions**

	<b>STATE OF NEW MEXICO CRIME VICTIMS REPARATION COMMISSION <u>STOP Violence Against Women Formula Grant Program</u></b>	Subrecipient Award FY2026
1. SUBRECIPIENT NAME AND ADDRESS (Including Zip Code) City of Santa Fe PO Box 909 Santa Fe, NM 87501, NM	6. PROJECT TITLE OVW FY 2024 STOP Violence Against Women Formula Grant Program	
2. SUBRECIPIENT IRS/TAX ID NO. 85-6000168	7. FEDERAL AWARD NUMBER: 15JOVW-24-GG-00517-STOP	
3. SUBRECIPIENT UEI NO. QLN2YKMMJ8X6	8. AWARD EFFECTIVE: 07/01/2025	
4. APPROVED INDIRECT COST RATE (IF APPLICABLE) NA	9. SUBGRANT AWARD NUMBER: 2026-WF-309	
5. METHOD OF PAYMENT Reimbursement	10. PROJECT PERIOD: FROM 07/01/2025 TO 06/30/2026 BUDGET PERIOD: FROM 07/01/2025 TO 06/30/2026	
13. STATUTORY AUTHORITY FOR GRANT This project is supported under 34 U.S.C. §§ 10441, 10446 – 10451 (OVW-STOP) The New Mexico Crime Victims Reparation Commission FY26 STOP VAWA Formula Grant in the amount of \$1,445,872.00 for the award period 07/01/2024 to 6/30/2026, the Subrecipient federal award amount for this project period comes from this federal allocation.	11. PREVIOUS AWARD AMOUNT: \$0.00  12. SUBRECIPIENT FEDERAL AWARD AMOUNT: \$77,211.00 SUBRECIPIENT MATCH REQUIREMENT: \$25,737.00 TOTAL FEDERAL AWARD: \$77,211.00	
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.588 - Violence Against Women Formula Grants		
15. SPECIAL CONDITIONS This award is not a R & D award. The above subgrant project is approved subject to such conditions or limitations as are set forth on the attached page(s).		
16. City of Santa Fe signifies acceptance of this STOP VAWA Formula award in accordance with the applicable rules and regulations as set forth in the State and Federal Guidelines and in adherence to the special conditions provided.		
AGENCY APPROVAL	SUBRECIPIENT ACCEPTANCE	
17. NMCVRC AUTHORIZED OFFICIAL  Frank Zubia, Director	21. NAME AND TITLE OF SUBRECIPIENT FINANCIAL POINT OF CONTACT  Emily Oster	
18. SIGNATURE OF AUTHORIZED OFFICIAL	22. SIGNATURE OF SUBRECIPIENT FINANCIAL POINT OF CONTACT  	
19. NMCVRC COMMISSION CHAIR  David Karst, Chairman	23. NAME AND TITLE OF AUTHORIZED SUBRECIPIENT OFFICIAL  <div style="background-color: black; width: 100px; height: 20px; display: inline-block;"></div> Mark Scott , City Manager	
20. SIGNATURE OF COMMISSION CHAIR	24. SIGNATURE OF AUTHORIZED SUBRECIPIENT OFFICIAL	

**IN WITNESS WHEREOF**, the City of Santa Fe has executed this Agreement as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

\_\_\_\_\_  
ALAN WEBBER, MAYOR

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
ANDRÉA SALAZAR, CITY CLERK

CITY ATTORNEY'S OFFICE:



\_\_\_\_\_  
ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:



\_\_\_\_\_  
EMILY OSTER, FINANCE DIRECTOR

09/09/2025



STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION  
FY 2026 STOP Violence Against Women Act Formula Grant Special Conditions

New Mexico Crime Victims Reparations Commission  
STOP VAWA Formula Grant Program  
Subrecipient Grant Agreement

**BETWEEN:** New Mexico Crime Victims Reparations Commission (Recipient)  
6200 Uptown Blvd NE, Suite 210  
Albuquerque, NM 87110

**AND:** City of Santa Fe (Subrecipient)  
PO Box 909  
Santa Fe, NM 87501

**PROJECT START DATE: July 1<sup>st</sup>, 2025**

Grant Award Provisions

1. Legal Basis of Award. Pursuant to 10 NMAC 40.3, NMCVRC is authorized to enter into a grant agreement and to make an award, from funds received under the federal Violence Against Women Reauthorization Act of 2022 (“VAWA”), to Subrecipient for the purposes set forth herein.
2. Agreement Parties. This Grant Award Agreement, hereafter referred to as “Award,” is between NMCVRC and the forenamed Subrecipient.
3. Effective Date. When all parties have duly executed this Award, and all necessary approvals have been obtained, this Award shall be effective and have a Project start date of **July 1<sup>st</sup>, 2025** and a Project end date of **June 30<sup>th</sup>, 2026**.
4. Subrecipient Administration. By signing and agreeing to this Award, Subrecipient will administer the project for which this Award is given in accordance with the applicable rules, regulations and conditions as set forth in Federal and State Guidelines. In addition, the following Special Conditions must be followed. By accepting this Award, the Subrecipient assumes the following administrative and financial responsibilities:
  - I. **PAYMENT:** Payment is on a reimbursement basis.
  - II. **TERMINATION:** This Award may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty days prior to the intended date of termination.
  - III. **RECORDS AND AUDIT:** Detailed expenditure records must be maintained. These records shall be subject to inspection by the New Mexico Crime Victims Reparation Commission (NMCVRC) and its representative(s), and the United States Department of Justice (DOJ), Office of Justice Programs (OJP), Office for Violence Against Women (OVW). NMCVRC shall have the right to audit the expenditures both before and after payment. Payment under this Award shall not foreclose the right of NMCVRC to recover excessive and/or illegal payments.
  - IV. **ASSIGNMENT:** Subrecipient shall not assign or transfer any interest in the Award without prior written approval from NMCVRC.
  - V. **AMENDMENTS:** This Award shall not be altered, changed or amended except by an instrument in writing executed by the parties hereto.
  - VI. **EQUAL OPPORTUNITY COMPLIANCE:** Subrecipient agrees to abide by all Federal and State laws, rules and regulations, and executive orders of the Governor of the State of New Mexico pertaining to equal employment opportunity. Subrecipient agrees that no person shall, on the basis of actual or perceived race, color, national origin, sex, religion, sexual preference, age or handicap, be excluded from employment with or participation in, be denied services, or be otherwise subjected to discrimination under any program or activity performed under this agreement. The Subrecipient agrees to submit an Office for Civil Rights certification of compliance form within 45 days of the beginning date of the Award.
  - VII. **EFFECTIVE DATE:** The start and end dates of the STOP VAWA grant are set forth in the approved program of the State of New Mexico Grant Application. Organizations that do not



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adhere to these responsibilities will be in violation of the terms of this Award and STOP VAWA Award will be subject to appropriate administrative action, including withholding of funds or possible cancellation of Award. **This award may be used for a period starting July 1<sup>st</sup>, 2025, and terminating on June 30, 2026.**

The above Special Conditions become part of the Grant Award and are accepted by Subrecipient.

By accepting this Award, Subrecipient assumes the following administrative and financial responsibilities:

1. The terms of this Award are contingent upon sufficient appropriations and authorization being made by the Office on Violence Against Women, for the performance of this Award. If OVW does not make sufficient appropriations and authorization, this Award shall terminate upon written notice being given by NMCVRC to Subrecipient.
2. Subrecipient must comply with specifications outlined in the solicitation under which the approved application was submitted. The program solicitation is hereby incorporated by reference into this Award.
3. The Primary Project Components (Project Plan) will guide the scope of work.
4. Project staff and consultants must be provided a copy of the project proposal and budget. In addition, the program manager agrees to disseminate project information to the project staff.
5. Subrecipient shall notify NMCVRC of all staff changes within three business days. Prior to the final selection of personnel to be hired or matched with grant funds, Subrecipient agrees to provide NMCVRC with the names and resumes of the candidates recommended for hiring for prior approval. Project staff resumes, including staff being used as match, must be submitted to NMCVRC for reimbursement for expenditures to occur. Replacement of any Subrecipient personnel, if approved, shall be with personnel of equal ability, experience and qualifications. Approval of replacement personnel shall not be unreasonably withheld. NMCVRC shall retain the right to request the removal of any of the Subrecipient's personnel at any time.
6. Subrecipient agrees to complete and keep on file, as appropriate, Immigration and Naturalization Service Employment Eligibility Verification Form (I-9). This form will be used to verify that persons are eligible to work in the United States.
7. Subrecipient agrees to comply with state laws and rules applicable to workers' compensation benefits for their employees. If the Subrecipient fails to comply with the Workers' Compensation Act and applicable rules when required to do so, this Award may be terminated by NMCVRC.
8. Unless a waiver is granted, the authorized official, financial point of contact, project manager and anyone completing quarterly progress and/or financial reports must attend NMCVRC VAWA Grant Reporting training at least once during the Award period.
9. Subrecipient agrees that the Program Manager or appropriate designee shall attend the NMCVRC's Subgrantee Civil Rights Compliance training or webinar and agrees to disseminate this information to funded staff and volunteers. Subrecipient must also 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 the Subrecipient, or individuals defined (for purposes of this condition) as employees of the Subrecipient.
10. Any Subrecipient staff providing direct services to victims shall attend a minimum of one Victim Compensation Workshop held by NMCVRC during the Award.
11. Subrecipient agrees to cooperate and coordinate services with other VAWA-funded programs and other service providers in their region that serve victims of domestic violence, sexual assault, stalking and/or dating violence.



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12. If applicable, Subrecipient agrees to provide data to the New Mexico Interpersonal Violence Data Central Repository.
13. For the purpose of this contract, the definition of domestic violence is limited to the federal definition that can be found at [www.justice.gov/ovw/domestic-violence](http://www.justice.gov/ovw/domestic-violence).
14. Subrecipient agrees to **inform** all potentially eligible victims about crime victims' compensation, **assist all eligible victims in filling out** the application and **assist in submission** of applications to NMCVRC. In addition, Subrecipient agrees to assist NMCVRC staff regarding compensation inquiries.
15. Subrecipient agrees to inform and assist eligible victims of crime with New Mexico's Statewide Automated Victim Information and Notification Services (VINE) which accesses information about the custody status of potential offenders, or a particular state and/or county inmate's release, transfer, or escape from participating agencies over the phone, through the internet, or by email. When applicable, Subrecipient agrees to inform and assist eligible victims of crime with the New Mexico SAVIN (State Automated Victim Information Notification) System, a free service that provides information to crime victims and any interested members of the public with case status and hearing notifications on criminal court cases in the State of New Mexico.
16. Subrecipient must permanently post grievance policies and procedures in a conspicuous place within the agency, and on their agency website; this posting must include the names and contact information for NMCVRC as an agency funder.
17. The Subrecipient, upon final payment of the amount due under this Award, releases NMCVRC from all liabilities, claims and obligations whatsoever arising from or under this Award.
18. Requirements of the Award; remedies for noncompliance or for materially false statements.  
 The conditions of this Award are material requirements of the Award. Compliance with any assurances or certifications submitted by or on behalf of the Subrecipient that relate to conduct during the period of performance also is a material requirement of this Award. By signing and accepting this Award on behalf of the Subrecipient, the authorized Subrecipient official accepts all material requirements of the Award, and specifically adopts, as if personally executed by the authorized Subrecipient official, all assurances or certifications submitted by or on behalf of the Subrecipient that relate to conduct during the period of performance. Failure to comply with any one or more of these Award requirements — whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the Award period — may result in NMCVRC taking appropriate action with respect to the Subrecipient and the Award. Appropriate action can include and is not restricted to: NMCVRC may withhold Award funds, disallow costs, suspend or terminate the Award. The DOJ, including OVW and NMCVRC may take other legal action as appropriate. Any materially false, fictitious or fraudulent statement to the state or federal government related to this Award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812). Should any provision of a requirement of this Award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this Award.
19. Quarterly reports will be received by NMCVRC no later than ten days after the end of the quarter and an annual progress report to be received no later than the due date. No faxed reports will be accepted. Late or inaccurate reporting will delay the payment process. Under the Government Performance and Results Act (GPRA), VAWA 2000 and subsequent legislation, Subrecipient is required to collect and maintain data that measures the effectiveness of their grant-funded activities. Accordingly, Subrecipient agrees to submit annual electronic progress reports on program activities and program effectiveness measures and to require submission of reports by sub-subrecipients.
20. Requirements to disclose whether Subrecipient is designated high-risk by a federal grant making agency.  
 If Subrecipient is designated high-risk by a federal grant making agency, currently or at any time during



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the course of the period of performance under this Award, Subrecipient must disclose that fact and certain related information to NMCVRC. For purposes of this disclosure, high-risk includes any status under which a federal awarding agency provides additional oversight due to Subrecipient's past performance, or other programmatic or financial concerns. Subrecipient's disclosure must include the following: the name of the federal awarding agency that currently designates Subrecipient as high-risk, the date Subrecipient was designated high-risk, the high-risk point of contact at the federal awarding agency and the reasons for the high-risk status, as set out by the federal awarding agency.

- (a) Potential imposition of additional requirements. Subrecipient agrees to comply with any additional requirements that may be imposed by NMCVRC/OVW during the period of performance for this Award, if Subrecipient is designated as high-risk for purposes of the DOJ high-risk grantee list.
21. Policy for response to workplace related incidents of sexual misconduct, domestic violence and dating violence. The Subrecipient, and any sub-subrecipient at any tier, must have a policy, or issue a policy within 270 days of the Award date, to address workplace-related incidents of sexual misconduct, domestic violence and dating violence involving an employee, volunteer, consultant or contractor. The details of this requirement are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence), and are incorporated by reference here.
  22. Availability of general terms and conditions on OVW website. Subrecipient agrees to follow the applicable set of general terms and conditions that are available at <https://www.justice.gov/ovw/award-conditions>. These do not supersede any specific conditions in this award document.
  23. Compliance with solicitation requirements. Subrecipient agrees that it must comply with requirements outlined in the solicitation under which the approved application was submitted, the applicable Solicitation Companion Guide, and any program-specific frequently asked questions (FAQs) on the OVW website (<https://www.justice.gov/ovw/resources-and-faqs-grantees>). The program solicitation, Companion Guide, and any program-specific FAQs are hereby incorporated by reference into this award.
  24. VAWA 2013 nondiscrimination condition. Subrecipient acknowledges that 34 U.S.C. 12291(b)(13) prohibits subrecipients of OVW awards 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. Subrecipients may provide sex-segregated or sex-specific programming if doing so is necessary to the essential operations of the program, so long as the Subrecipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. Subrecipient agrees that it will comply with this provision. Subrecipient also agrees to ensure that any sub-subrecipient at any tier will comply with this provision. See clause 50 below for further information.
  25. Subrecipient agrees that grant funds will be used only for the purposes described in Subrecipient's application, unless NMCVRC determines that any of these activities are out of scope or unallowable. Subrecipient must not undertake any work or activities that are not described in Subrecipient's application, award documents, or approved budget, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval from NMCVRC.
  26. Subrecipient product monitoring. Subrecipient agrees to monitor sub-subrecipients to ensure that materials and products (written, visual, or sound) developed with OVW formula grant program funding fall within the scope of the grant program and do not compromise victim safety. Subrecipient also agrees to have NMCVRC monitor any material and products (written, visual or sound) developed with OVW formula grant program funding that falls within the scope of the grant program.
  27. Restrictions on lobbying and policy development. Federal funds may not be used by Subrecipient, or any sub-subrecipient 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, in order to avoid



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violation of 18 U.S.C. § 1913. Subrecipient, or any sub-subrecipient 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 34 U.S.C. § 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Federal law generally prohibits federal funds awarded by OVW from being used by NMCVRC, Award Subrecipient, or any sub-subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by Subrecipient would or might fall within the scope of these prohibitions, Subrecipient is to contact NMCVRC who will contact OVW for guidance, and may not proceed without the express prior written approval of OVW. Subrecipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OVW.

28. Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide. Subrecipient 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, including any updated version that may be posted during the period of performance. Subrecipient agrees that all financial records pertinent to this Award, including the general accounting ledger and all supporting documents, are subject to review throughout the life of the Award, during the closeout process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.333, 200.336.
29. Requirement to report potentially duplicative funding. If Subrecipient currently has other active awards of federal funds, or if Subrecipient receives any other award of federal funds during the period of performance for this Award, Subrecipient must promptly determine whether funds from any 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, Subrecipient must promptly notify NMCVRC in writing of the potential duplication, and, if requested by NMCVRC, must seek a budget modification or a grant adjustment to scope of project to eliminate any inappropriate duplication of funding.
30. Any out of state travel line items or categories that are not specifically itemized in the approved budget must receive prior approval from NMCVRC before any funds for these items are expended.
31. Subrecipient agrees to maintain separate accounts and accounting records for STOP VAWA funds. Maintaining project-based accounting records does not provide enough detail to track federal funds, therefore, STOP VAWA funds cannot be commingled with any other funding source.
32. The Subrecipient agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.
33. Payment is reimbursement only. In order to receive payment, Subrecipient must submit an Invoice and Record of Match (in Excel format) reflecting expenditures of the previous month into <https://nmcvrcreports.com/> by 11:59 PM on or before the 10<sup>th</sup> of each month. If the 10<sup>th</sup> is on a Friday, weekend or holiday the deadline will be the following business day by 11:59 PM. If documentation is late or inaccurate, reimbursement will be delayed until the following month or until the submitted documentation is corrected, this may result in a change in subgrantee status to that of high-risk or probationary status.



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34. Due to requirements by the NM Department of Finance Administration (DFA) all cash reimbursement invoices for grant expenditures made prior to June 30<sup>th</sup> will be due no later than July 6<sup>th</sup>. Cash reimbursement invoices received after July 6<sup>th</sup> for expenditures made prior to July 1<sup>st</sup> cannot be processed and those expenditures will become the responsibility of Subrecipient.
35. Subrecipient program income. Subrecipient understands and agrees that NMCVRC and OVW have responsibility for approval of program income earned by Subrecipient and any sub-subrecipient. Program income, as defined by 2 C.F.R. 200.1, means gross income earned by a non-federal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of Award. Without prior approval, program income must be deducted from total allowable costs to determine the net allowable costs. In order to add program income to subaward, Subrecipient must seek approval from the NMCVRC prior to generating any program income. Any program income added to a subaward must be used to support activities that were approved in the budget and follow the conditions of the subaward agreement. Any program income approved by NMCVRC must be reported by Subrecipient, and any sub-subrecipient at any tier, to the NMCVRC so that it is reported on the quarterly Federal Financial Report (SF-425) in accordance with the addition alternative. If the program income amount changes (increases or decreases) during the project period, Subrecipient must have approval provided by NMCVRC/OVW by the end of the project period. Failure to comply with these requirements may result in audit findings for NMCVRC, Subrecipient and any sub-subrecipient at any tier.
36. Misuse of award funds. Subrecipient 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.
37. Consultant compensation rates. Subrecipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of \$81.25 per hour, not to exceed \$650 per day. To exceed this specified maximum rate, Subrecipient must submit to NMCVRC a detailed justification and have such justification approved by OVW through NMCVRC, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of \$81.25 per hour, not to exceed \$650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, Subrecipient is required to maintain documentation to support all daily or hourly consultant rates. See clause 57 below for further information.
38. STOP VAWA funding cannot be used to purchase food and/or beverages for any meeting, conference, training or other event, except if the following applies:
  - the location of the event is not in close proximity to food establishments;
  - if not serving food will significantly lengthen the day or necessitate extending the meeting;
  - if a special presentation at a conference requires a plenary address where there is no other time for food to be attained; or
  - other extenuating circumstances which necessitate the provision of food.

If any of these circumstances apply, Subrecipient must submit a written request for approval to NMCVRC at least thirty (30) days prior to the event.

39. The Subrecipient (and any subrecipient at any tier) 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 Subrecipient 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 Subrecipient should contact NMCVRC for guidance.



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40. 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 and NMCVRC encourage the Subrecipient, and any applicable sub-subrecipient at any tier, to adopt and enforce policies banning employees from text messaging while driving.
41. Subrecipient agrees to maintain and furnish to NMCVRC, DOJ, Office of Chief Financial Officer (OCFO) and OVW upon request, detailed financial accounting and supportive records of expenditures and use of matching funds.
42. Subrecipient agrees to allow NMCVRC, DOJ, OCFO, and OVW access to the grant-funded project's documentation, redacted client files and other sources in order to determine that funds are being utilized in accordance with funding/contractual agreements and state and federal guidelines.
43. Subrecipient agrees that all equipment and/or technology purchased with grant funds will be used solely for the purpose purchased and for the life of the equipment and/or technology following the end of the grant budget period. Equipment purchased with grant funds shall be tagged and tracked in an organized inventory. Subrecipient agrees to notify NMCVRC of any changes regarding the use or distribution of equipment or technology purchased with Award funds.
44. Subrecipient agrees to provide NMCVRC with an annual agency financial audit. Subrecipient will comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by 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 Award period.
45. Effect of failure to address audit issues. Subrecipient understands and agrees that NMCVRC may withhold Award funds, or may impose other related requirements, if (as determined by NMCVRC and OVW) Subrecipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or terms of the Award), or other outstanding issues that arise in connection with audits, investigations, site visits, financial or programmatic monitoring findings or reviews of NMCVRC awards.
46. Performance progress reports and final report submission. Subrecipient agrees to provide NMCVRC with specific information regarding subawards made under this Award. Subrecipient will submit an annual report that includes:
  - an assessment of whether stated goals and objectives were achieved;
  - information on the effectiveness of activities carried out with grant funds, including the number of persons served and the number of persons seeking services who could not be served;
  - information on each subaward made; and
  - such other information as NMCVRC may prescribe.

Subrecipient, and any applicable sub-subrecipients at any tier, are required to submit this report after the end of each calendar year and no later than March 1<sup>st</sup> each year. Subrecipient must use the designated forms and/or systems made available by NMCVRC for performance reporting, which identify the information that Subrecipient and any sub-subrecipient must collect and report as a condition of receiving funding under this Award. A final report is due 90 days after the end of the project period. This report must be submitted to NMCVRC with the Report Type marked "final," unless and until NMCVRC issues updated instructions for report submission.

47. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct. Subrecipient must promptly refer to NMCVRC and 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:
  - (a) submitted a claim that violates the False Claims Act; or



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- (b) 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:

- (a) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online");
- (b) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; or
- (c) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

48. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 42. Subrecipient 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.
49. Compliance with DOJ regulations to civil rights and nondiscrimination – 28 C.F.R. Part 38. Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 38, which 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 Subrecipient’s organizations that engage in or conduct explicitly religious activities as well as rules and requirements that pertain to subrecipients and sub-subrecipients that are faith base or religious organizations.
50. Compliance with DOJ regulations to civil rights and nondiscrimination – 28 C.F.R. Part 54. Subrecipient must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain “education programs.”
51. Compliance with serving victims with limited English proficiency (LEP). In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, subrecipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited 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 subrecipients have in providing language services to LEP individuals, please see the website <http://www.lep.gov>.
52. Limited English Proficiency (LEP) and accessibility plan. All subrecipients that are working with victims must have a LEP and accessibility plan and policy in place and in practice to ensure that LEP persons, d/Deaf and hard of hearing, and individuals with disabilities have meaningful access to services. All staff must be provided with a copy of this plan and be trained on how to implement the policy and procedures.
53. Activities that compromise victim safety and recovery or undermine offender accountability. Subrecipient agrees that Award funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as:
  - (a) 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;
  - (b) procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services;



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- (c) procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.);
- (d) procedures or policies that fail to ensure service providers conduct safety planning with victims;
- (e) project design and budgets that fail to account for the access needs of participants with disabilities and participants who have Limited English Proficiency or are d/Deaf or hard of hearing; and
- (f) any other activities outlined in the solicitation under which the approved application was submitted.

Subrecipient shall protect the confidentiality and privacy of persons receiving services, in accordance with STOP VAWA confidentiality provisions, 42 U.S.C.A. § 13925. Subrecipient agrees to comply with the provisions of 42 U.S.C. 13925(b)(2), non-disclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. Subrecipient also agrees to ensure that any subgrantees at any tier meet these requirements.

- 54. If compelled by court order to release personally identifying information or information collected in connection with services requested, utilized or denied through Subrecipient's programs, Subrecipient shall:
  - (a) make reasonable attempts to provide notice to victims affected by the disclosure, and document in writing such attempts; and
  - (b) take steps necessary to protect the privacy and safety of persons affected, and document in writing such necessary steps.
- 55. Requirement to report actual or imminent breach of personally identifiable information (PII). Subrecipient must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it:
  - (a) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.79) within the scope of an OVW grant-funded program or activity; or
  - (b) uses or operates a Federal information system (as defined in OMB Circular A-130).

Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to an NMCVRC no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

- 56. Training Guiding Principles. Subrecipient 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/resources-and-faqs-grantees#Discretionary>.
- 57. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events. Subrecipient 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 (<https://www.ojp.gov/funding/financialguidedojo/overview>).

- 58. Compliance with general appropriations-law restrictions on the use of federal funds for this fiscal year. Subrecipient must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at <https://www.justice.gov/ovw/awardconditions> and are incorporated by reference here. Should a question



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arise as to whether a particular use of federal funds by Subrecipient might fall within the scope of an appropriations-law restriction, Subrecipient is to contact NMCVRC for guidance, and may not proceed without the express prior written approval of NMCVRC, who will seek OVW guidance.

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

No Subrecipient under this Award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or sub-subrecipient 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 (NMCVRC), 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.

- A. In accepting this award, Subrecipient represents that it neither requires nor has required internal confidentiality agreements or statements from employees or sub-subrecipients that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or sub-subrecipients from reporting waste, fraud, or abuse as described above; and certifies that, if it learns or is notified that it is or has been requiring its employees or sub-subrecipients 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 NMCVRC and 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.
  - B. If Subrecipient does or is authorized under this award to make subawards, procurement contracts, or both — it represents that — it has determined that no other entity that Subrecipient's application proposes may or will receive award funds (whether through a subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or sub-subrecipients that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or sub-subrecipients from reporting waste, fraud, or abuse as described above; and it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and it certifies that, if it learns or is notified that any sub-subrecipient entity that receives funds under this award is or has been requiring its employees or sub-subrecipients 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.
60. Confidentiality and information sharing. Subrecipient agrees to comply with the provisions of 34 U.S.C. 12291(b)(2), non-disclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. Subrecipient also agrees to comply with the regulations implementing this provision at 28 CFR 90.4(b) and "Frequently Asked Questions (FAQs) on the VAWA Confidentiality Provision (34 U.S.C. 12291(b)(2))" on the OVW website at <https://www.justice.gov/ovw/resources-and-faqs-grantees>. Subrecipient will ensure that all their sub-subrecipients at any tier meet these requirements.
61. Publication disclaimer. Subrecipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from Award activities shall contain the following statement: "This project was supported by Grant No. 15JOVW-24-GG-00517-STOP awarded by NMCVRC, OVW, and 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 U.S. Department of Justice." Subrecipient also agrees to ensure that any sub-subrecipient at any tier will comply with this condition.



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62. Publications disclaimer for STOP Formula subrecipients. Subrecipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from subaward activities shall contain the following statement: "This project was supported by Subgrant No. 15JOVW-24-GG-00517-STOP awarded by NMCVRC, OVW, and U.S. Department of Justice's STOP Formula Grant Program. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the state or the U.S. Department of Justice."
63. Subrecipient understands and agrees that it has a responsibility to monitor its sub-subrecipients' compliance with applicable federal civil rights laws.
64. Requirements for subrecipients providing legal assistance. Subrecipient agrees that the legal assistance eligibility requirements, as set forth below, are a continuing obligation on the part of the recipient. The legal assistance eligibility requirements are: (1) any person providing legal assistance through a program funded under this grant program (A) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault or stalking in the targeted population; or (B) (i) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A); and (ii) has completed or will complete training in connection with domestic violence, dating violence, stalking, or sexual assault and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide; (2) any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a state, local, territorial, or tribal domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate state, local, territorial, and tribal law enforcement officials; (3) any person or organization providing legal assistance through this Award has informed and will continue to inform state, local, territorial, or tribal domestic violence, dating violence, stalking, or sexual assault programs and coalitions, as well as appropriate state and local law enforcement officials of their work; and (4) Subrecipient's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, dating violence, domestic violence or child sexual abuse is an issue. Subrecipient also agrees to ensure that any sub-subrecipient at any tier will comply with this condition.
65. Nonprofit status of subrecipients. NMCVRC will verify that Subrecipient, and any sub-subrecipients at any tier, except governmental rape crisis centers and tribal governmental programs, are organizations that are described in section 501(c)(3) of the Internal Revenue Code of 1986 and are exempt from taxation under section 501(a) of that Code.
66. Copyrighted works. Pursuant to 2 C.F.R. 200.315(b), Subrecipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under the award. NMCVRC and OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish or otherwise use, and to authorize others to use, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so. In addition, the Subrecipient must obtain advance written approval from NMCVRC, and must comply with all conditions specified by NMCVRC in connection with that approval before:
  - (a) using award funds to purchase ownership of, or a license to use, a copyrighted work; or
  - (b) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of Subrecipient to ensure that this condition is included in any subaward, contract or subcontract under this award.
67. Compliance with statutory and regulatory requirements; Subrecipient 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 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, the Violence Against Women Act



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Reauthorization Act of 2022, P.L. 117-103, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. 10101 et seq., and OVW's implementing regulations at 28 CFR Part 90.

68. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and NMCVRC and OVW authority to terminate award). Subrecipient, and any sub-subrecipient 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 Subrecipient, sub-subrecipients, or individuals defined (for purposes of this condition) as "employees" of Subrecipient or of any sub-subrecipient.

The details of Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (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.

69. Determinations of suitability to interact with participating minors. This condition applies to this award if it is indicated - in the application for the award (as approved by DOJ) (or in the application for any subaward at any tier), the DOJ funding announcement (solicitation), or an associated federal statute - that a purpose of some or all of the activities to be carried out under the award (whether by NMCVRC, Subrecipient and any sub-subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

NMCVRC, Subrecipient, and any sub-subrecipient at any tier, must make determinations of suitability before employees, volunteers, contractors or consultants may interact with minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

70. Requirements related to System for Award Management and unique entity identifiers. Subrecipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM.

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

The details of Subrecipient's obligations related to SAM and to unique entity identifiers are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Requirements related to System for Award Management (SAM) and unique entity identifiers), and are incorporated by reference here.

71. Termination or suspension. The Director of NMCVRC upon a finding that there (1) has been substantial failure by the subrecipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant solicitation, (2) has been failure by the subrecipient to make satisfactory progress toward the goals, objectives, or strategies set forth in the application, or (3) have been project changes proposed or implemented by the subrecipient to the extent that, if originally submitted, the application would not have been selected for funding, will terminate or suspend until the Director is satisfied that there is no longer such failure or changes, all or part of the award, in accordance with the provisions of 28 C.F.R. Part 18, as applicable mutatis mutandis. The federal regulation providing uniform rules for termination of grants and cooperative agreements is 2 C.F.R. 200.340.
72. Ongoing compliance with statutory certifications. Subrecipient agrees that compliance with the statutory certification requirements is an ongoing responsibility during the Award period and that, at a minimum, a hold may be placed on Subrecipient's funds for noncompliance with any of the requirements of 34 U.S.C. 10449 (regarding rape exam payments), 34 U.S.C. 10449(e) (regarding judicial notification), 34 U.S.C. 10450 (regarding certain fees and costs), and 34 U.S.C. 10451 (regarding polygraphing of sexual assault victims).



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Noncompliance with any of the foregoing may also result in termination or suspension of the Award or other remedial measures, in accordance with applicable laws and regulations.

73. Match requirement. Subrecipient agrees that the federal share of a grant made under the STOP Formula Program may not exceed 75 percent of the total costs of the total projects described in the application, including administrative costs. Victim service providers receiving STOP subawards for the purpose of providing victim services and Tribes receiving STOP subawards will not be required to provide matching dollars. If Subrecipient is a victim service provider that is a nonprofit organization, Subrecipient must be a nonprofit organization as described in section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from taxation under section 501(a) of that Code. Subrecipients that are not exempt victim service providers will provide no less than 25 percent matching funds for subaward unless granted a match waiver by CVRC.
74. Limitation on use of funds for awareness and public education. Subrecipient agrees that its Award may not be used to conduct public awareness or community education campaigns or related activities to broadly address domestic violence, dating violence, sexual assault or stalking. If it is within the scope of work, funds may be used to support, inform, and provide outreach about available services.
75. Prohibition on tort litigation. In accordance with 34 U.S.C. 12291 (b) Subrecipient agrees to not use funds under the STOP Program to fund civil representation in a lawsuit based on a tort claim. This paragraph should not be construed as a prohibition on providing assistance to obtain restitution in a protection order or criminal case.
76. Limitation on use of funds to approved activities. The Subrecipient agrees that grant funds will be used only for the purposes described in the Subrecipient's application, unless NMCVRC determines that any of these activities are out of scope or unallowable. The Subrecipient must not undertake any work or activities that are not described in the Subrecipient's application, award documents, or approved budget, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval from NMCVRC.

Additional monitoring requirements. For FFY2026 your additional financial compliance measures are:

- Your agency must maintain all source documents on file and be able to present them for desk or site audit.
- Submit invoices monthly.
- Submit time and activity sheets for all federal and match employees.

All guidelines as described in the STOP VAWA Program Guidelines must be followed. The above may be waived with written approval. The above Special Conditions become part of the Award and are accepted by Subrecipient.

**Organizations which do not adhere to these Special Conditions, will be in violation of the terms of this Grant, and the STOP VAWA Formula Award will be subject to appropriate administrative action, including withholding of funds or possible termination of the Grant Award.**



# City of Santa Fe New Mexico

## Finance Department

### Project Ledger Request Form



Date of Request: 6/12/25

Project Title: STOP Violence Against Women Grant Program FY26

Project Type:  CIP  Grant  Internal Tracking

Department: Community Health and Safety Project Manager: Sandra Emory Ext: 6236

Project Date Range: July 1, 2025 to June 30, 2026  Create Fixed Asset

Project ID: <u>YFD2624001</u>
Grant ID: <u>F2602</u>
Approved By: <u>ERIKA LUJAN</u> <small>(ERIKALUJAN (JUN 23, 2025 08:17 MDZ))</small>
<u>CT</u> (Finance Use Only)

Multi-Funding (complete all funding sources, should equal 100%)

Funding Source: CVRC STOP VAWA GRANT % of Funding: \_\_\_\_\_

MUNIS ORG: 2400122 MUNIS OBJ: 490555 Awarded Amount: \$77,211.00

Funding Source: Local Match % of Funding: \_\_\_\_\_

MUNIS ORG: 2560122 MUNIS OBJ: \_\_\_\_\_ Awarded Amount: \$25,737.00

#### Expense String Phase:

A project must have at least one phase identified, this can be used as an additional level of tracking, for example, CIP - Design, Construction, etc. For Grants can be used as reimbursable types, such as transportation, salaries.

(You can create more than one phase and you can default MUNIS ORGs and OBJs, optional)

Phase: Please see attached document MUNIS ORG: \_\_\_\_\_ MUNIS OBJ: \_\_\_\_\_

#### Grants Only (list all grants if applicable):

Grantor Name: DOJ-VAWA 15JOVW-24-00517-STOP Awarded Amount: 77,211.00

AR Charge Code: 2400122.490555  Grant funds multiple projects  
(Complete a form for each project)

Grantor Id: DOJ VAWA/P. THRU NM CVRC Federal CFDA (if applicable): 16.588

Grantor Name: \_\_\_\_\_ Awarded Amount: \_\_\_\_\_

AR Charge Code: \_\_\_\_\_  Grant funds multiple projects  
(Complete a form for each project)

Grantor Id: \_\_\_\_\_ Federal CFDA (if applicable): \_\_\_\_\_

*(If grants please provide all grant award documents with form)*  Attached Grant Documentation

Expense String-

- Domestic Violence Response Team- Domestic Violence Response Specialist (Salaries)- 2400122.500110- \$56,773.00
- Domestic Violence Response Team- Domestic Violence Response Specialist (FICA/Medicare)-2400122.503100- \$2,940.78
- Domestic Violence Response Team- Domestic Violence Response Specialist (Retirement/PERA)-2400122.503150- \$9,530.54
- Domestic Violence Response Team- Domestic Violence Response Specialist (Med/Life)-2400122.503200- \$6,928.49
- Domestic Violence Response Team- Domestic Violence Response Specialist (Retiree Health Care)-2400122.503250- \$814.10
- Domestic Violence Response Team- Domestic Violence Response Specialist (Dental)-2400122.503400- \$223.10

Log # {Finance use only}:	
Journal # {Finance use only}:	

## City of Santa Fe, New Mexico BUDGET AMENDMENT RESOLUTION (BAR)

DEPARTMENT / DIVISION NAME					DATE	
Community Health and Safety/Youth and Family Services					6.20.25	
ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE	
<b>EXPENDITURES</b>				(enter as <u>positive</u> #)	(enter as <u>negative</u> #)	
Domestic Violence Response Team - Domestic Violence Response Specialist (Salaries)	2400122	500110	YFD2624001	56,773		
Domestic Violence Response Team - Domestic Violence Response Specialist (FICA/Medicare)	2400122	503100	YFD2624001	2,941		
Domestic Violence Response Team - Domestic Violence Response Specialist (Retirement/PERA)	2400122	503150	YFD2624001	9,531		
Domestic Violence Response Team - Domestic Violence Response Specialist (Med/Life)	2400122	503200	YFD2624001	6,928		
Domestic Violence Response Team - Domestic Violence Response Specialist (RHC)	2400122	503250	YFD2624001	814		
Domestic Violence Response Team - Domestic Violence Response Specialist (Dental)	2400122	503400	YFD2624001	223		
Operating Transfer to Community Development Fund	1000121	750240				(13,272)
<b>REVENUES</b>				(enter as <u>negative</u> #)	(enter as <u>positive</u> #)	
DOJ- VAWA 15JOVW.24.00517.STOP DV FOR (FY26)	2400122	490555	YFD2624001	(77,210)		
DOJ VAWA Grant (FY26 Original Budget)	2400122	490555				63,938
Operating Transfer from General Fund	2400122	650100				13,272
<b>JUSTIFICATION:</b> (use additional page if needed) --Attach supporting documentation/memo				\$ 0	\$	63,938

NM CVRC VAWA GRANT AWARD FOR DOMESTIC VIOLENCE RESPONSE SERVICES FY26

{Complete section below if BAR results in a net change to ANY Fund}	
	Fund Balance
Fund(s) Affected	Increase/(Decrease)
<b>TOTAL:</b>	<b>0</b>

**Sandra Emory**

Prepared By (print name) \_\_\_\_\_ Date \_\_\_\_\_

{Use this form for Finance Committee/  
City Council agenda items ONLY}

**CITY COUNCIL APPROVAL**

City Council  
Approval Date

06/26/2025

Agenda Item #:

*Andy Hopkins*

Budget Officer

6/27/25

Date

*Emily K. Oster*

Finance Director (< \$5,000)

Date

Division Director Signature (optional)

*H. Hopkins*

Department Director Signature

Date

City Manager (< \$60,000)

Date

# 6.26.25 BAR for CVRC

Interim Agreement Report







2025-06-27

Created:	2025-06-26
By:	Sierra Trujillo (svtrujillo@santafenm.gov)
Status:	Out for Signature
Transaction ID:	CBJCHBCAABAAYNMbwZHolpGxyQif3FQH2Im1dBGUwgUR

## Agreement History

Agreement history is the list of the events that have impacted the status of the agreement prior to the final signature. A final audit report will be generated when the agreement is complete.

## "6.26.25 BAR for CVRC" History

-  Document created by Sierra Trujillo (svtrujillo@santafenm.gov)  
2025-06-26 - 2:53:22 PM GMT- IP address: 63.232.20.2
-  Document emailed to HENRI HAMMOND-PAUL (hmhammondpaul@santafenm.gov) for signature  
2025-06-26 - 2:55:38 PM GMT
-  Email viewed by HENRI HAMMOND-PAUL (hmhammondpaul@santafenm.gov)  
2025-06-26 - 10:19:30 PM GMT- IP address: 104.47.64.254
-  Document e-signed by HENRI HAMMOND-PAUL (hmhammondpaul@santafenm.gov)  
Signature Date: 2025-06-26 - 10:19:44 PM GMT - Time Source: server- IP address: 104.156.39.164
-  Document emailed to ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov) for signature  
2025-06-26 - 10:19:45 PM GMT
-  Email viewed by ajhopkins@santafenm.gov ajhopkins@santafenm.gov (ajhopkins@santafenm.gov)  
2025-06-27 - 4:38:19 PM GMT- IP address: 104.47.64.254

