



**GRANTS MANAGEMENT MEMORANDUM**  
**VSB 2020-21-07**

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**Date:** January 6, 2021  
**To:** All Victim Services Branch Subrecipients  
**From:** Cal OES Grants Management, Victim Services Branch  
**Subject:** Updated Grant Subaward Certification of Assurance of Compliance

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Every year when new funding is received, Cal OES updates each Certification of Assurance of Compliance (Cal OES Forms 2-104, and 2-104c-r) to ensure that all new conditions placed upon the federal award are passed down to Subrecipients.

Cal OES recently updated the following Certification of Assurance of Compliance forms:

- 2-104 Grant Subaward Certification of Assurance of Compliance
- 2-104c CJA Grant Subaward Certification of Assurance of Compliance
- 2-104d FVPS Grant Subaward Certification of Assurance of Compliance
- 2-104e FSIA Grant Subaward Certification of Assurance of Compliance
- 2-104f VOCA Grant Subaward Certification of Assurance of Compliance
- 2-104g STOP Grant Subaward Certification of Assurance of Compliance
- 2-104h VOCA – STOP Grant Subaward Certification of Assurance of Compliance
- 2-104j CJA – VOCA Grant Subaward Certification of Assurance of Compliance
- 2-104l FVPS – STOP Grant Subaward Certification of Assurance of Compliance
- 2-104m FVPS – VOCA Grant Subaward Certification of Assurance of Compliance
- 2-104o DNAE Grant Subaward Certification of Assurance of Compliance
- 2-104p SASP – VOCA Grant Subaward Certification of Assurance of Compliance

Subrecipients are required to review and adhere to these updated Certifications, which can be found by clicking [HERE](#). Subrecipients must print a copy of the pertinent Certification and keep it with grant documentation for each Grant Subaward.

Cal OES is not requiring Subrecipients to sign and submit updated Certifications. Instead, Subrecipients must send an email to their Program Specialist(s) acknowledging receipt of the new Certification(s). Program Specialists will then place a copy of the email acknowledgement, the updated Certification, and this Grants Management Memo in each Subrecipient file to substantiate that notice of updated Certifications was provided and acknowledged.