File No. 120756

Committee Item No. 7
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Sub-Committee **Date** 7/25/12

Board of Supervisors Meeting **Date** _____

Cmte	Board	
☐	☐	Motion
☒	☐	Resolution
☐	☐	Ordinance
☐	☐	Legislative Digest
☐	☐	Budget and Legislative Analyst Report
☐	☐	Legislative Analyst Report
☐	☐	Youth Commission Report
☐	☐	Introduction Form (for hearings)
☐	☐	Department/Agency Cover Letter and/or Report
☐	☐	MOU
☒	☐	Grant Information Form
☒	☐	Grant Budget
☐	☐	Subcontract Budget
☐	☐	Contract/Agreement
☐	☐	Form 126 – Ethics Commission
☒	☐	Award Letter
☐	☐	Application
☐	☐	Public Correspondence

OTHER **(Use back side if additional space is needed)**

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Completed by: Victor Young **Date** July 19, 2012
Completed by: Victor Young **Date** _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages.
The complete document can be found in the file.

FILE NO. 120756 RESOLUTION NO.

[Accept and Expend Grant - Local Juvenile Justice Accountability Measures - $117,819]

Resolution authorizing the San Francisco Public Defender's Office to accept and expend a grant in the amount of $117,819 from the State Corrections Standards Authority for the purposes of implementing local juvenile justice accountability measures through the Juvenile Accountability Block Grant.

WHEREAS, The San Francisco Public Defender's Office desires to receive and utilize grant funds available through the Juvenile Accountability Block Grants (JABG) Program administered by the Corrections Standards Authority (hereafter referred to as CSA); and

WHEREAS, The grant does not require an ASO amendment; and

WHEREAS, The Department proposes to maximize use of available grant funds on program expenditures by not including indirect costs in the grant budget; now, therefore, be it

RESOLVED, That the Public Defender of the City and County of San Francisco is authorized on behalf of the City and County of San Francisco Board of Supervisors to submit the JABG application to CSA and is authorized to sign the Grant Agreement with CSA, including any amendments thereof; and, be it

FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of indirect costs in the grant budget; and, be it

FURTHER RESOLVED, That the City and County of San Francisco agrees to provide all matching funds as required for said project (including any amendment thereof), and abide by the statues and regulations governing the JABG Program as well as the terms and conditions of the Grant Agreement as set forth by the CSA; and, be it

FURTHER RESOLVED, That grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

RECOMMENDED:

San Francisco Office of the Public Defender

Jeff Adachi, Public Defender
City and County of San Francisco

APPROVED:

Mayor Edwin Lee

APPROVED:

Ben Rosenfield, Controller

TO: **Angela Calvillo, Clerk of the Board of Supervisors**

FROM: **Angela Auyong**

DATE: **May 21, 2012**

SUBJECT: **Accept and Expend Resolution for Subject Grant**

GRANT TITLE: **Juvenile Accountability Block Grant**

Attached please find the original and 4 copies of each of the following:

X Proposed grant resolution; original signed by Department, Mayor, Controller

X Grant information form, including disability checklist

X Grant budget – Budget is included within the grant application

X Grant application

X Notice of Funding Availability from Corrections Standards Authority

__ Other (Explain):

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Jeff Adachi Phone: 415-553-9520

Interoffice Mail Address: 555 7th Street
San Francisco, CA 94103

Certified copy required Yes ☐ No ☒

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective March 2005)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: 12/13 Juvenile Accountability Block Grant

2. Department: San Francisco Public Defender's Office

3. Contact Person: Jeff Adachi Telephone: 415-553-1671

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 117,819

6a. Matching Funds Required: $ 13,091
b. Source(s) of matching funds (if applicable): 1GAGFAAA (general fund)

7a. Grant Source Agency: Federal Department of Justice

b. Grant Pass-Through Agency (if applicable): Federal Grant – State Pass-Through: Office of Juvenile Justice and Delinquency Prevention

8. Proposed Grant Project Summary: **The project addresses the backlog of public defender cases while working to identify community-based alternatives and out-of-home placements for youth who would otherwise remain in custody unnecessarily. JABG will be used to fund the Public Defender Placement Assistance Program. Public Defender will represent clients in juvenile court matters, obtain appropriate assessments of clients including educational and mental health assessments, and identify and build partnerships with community-based alternatives to detention and other supportive community-based services**

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: July 1, 2012 End-Date: June 30, 2013

10a. Amount budgeted for contractual services: NONE

b. Will contractual services be put out to bid? N/A

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

11a. Does the budget include indirect costs? [ ] Yes [X] No

b1. If yes, how much? $
b2. How was the amount calculated?

c. If no, why are indirect costs not included?
[ ] Not allowed by granting agency
[X] To maximize use of grant funds on direct services
[ ] Other (please explain):

c2. If indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

****Disability Access Checklist*****

13. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)
[ ] Rehabilitated Site(s)
[ ] New Site(s)
[ ] Existing Structure(s)
[ ] Rehabilitated Structure(s)
[ ] New Structure(s)
[X] Existing Program(s) or Service(s)
[ ] New Program(s) or Service(s)

14. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Sandy Chan
(Name)

Date Reviewed: May 17, 2012

Department Approval: Jeff Adachi (Name) Public Defender (Title)

(Signature)

CORRECTIONS STANDARDS AUTHORITY
600 Bercut Drive
Sacramento, CA 95811
916-445-5073
www.csa.ca.gov

JUVENILE ACCOUNTABILITY BLOCK GRANT (JABG)
NOTICE OF FUNDING AVAILABILITY

April 15, 2012

To: City Managers and County Administrative Officers
Current JABG Project Directors and Financial Officers

From: Robert Takeshta, Executive Director (A)
Corrections Standards Authority

Re: Fiscal Year (FY) 2012-13 Juvenile Accountability Block Grants (JABG) Funding

The Corrections Standards Authority (CSA) is pleased to announce the federal JABG funding for FY 2012-13. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) has posted the JABG funding for California, which includes the direct allocations for 38 local jurisdictions. This year the federal allocation amount experienced a significant reduction from that received in the 2011-12 allocation. To help offset this reduction, local jurisdictions that meet the threshold for receiving a direct allocation will receive an additional amount of funding (see attached). This comes as a result of an excess in discretionary JABG funding that remains unspent and if unused, these funds revert back to the federal government rather than directly benefiting the California local programs that qualify for JABG funding. In an attempt to maximize the fiscal support of local programs, these funds are being redirected to serve their intended purpose. Although this enhancement was available to augment the 2011/12 allocation and is available again this year, it should be considered as a one-time funding opportunity and is dependent upon unspent discretionary JABG funds available year-to-year.

Attached to this letter is the FY 2012-13 application packet for those jurisdictions that are eligible to apply for a direct allocation. The application packet can also be accessed from the CSA website at www.cdcr.ca.gov/Divisions_Boards/CSA/.

The FY 2012-13 application follows a similar format to that of last year's application document. The funding cycle for this program is a 12-month period beginning July 1, 2012 and ending June 30, 2013.

As in previous years, a qualifying unit of local government may waive its right to a direct subgrant award and request that the funds be awarded to, and expended for its benefit by, a larger or contiguous unit of local government.

California's State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), which oversees the use of federal funds administered by CSA, identified three priority areas in their new three-year Strategic Plan on which California is to focus its efforts. The three priority areas are: Disproportionate Minority Contact, Evidence-Based Practices, and a strategy to support efforts to develop and strengthen services, programs, and policies that promote positive outcomes for youth, their families, and communities. The SACJJDP encourages JABG recipients to align the use of their direct allocation with the three priority areas that are identified in the SACJJDP's Strategic Plan.

As in the past, grantees will be asked to support California's efforts to expand the knowledge of Disproportionate Minority Contact (DMC) by attending a one-day regional training on DMC. Grantees will be notified when registration information regarding the date, time and location of the regional trainings becomes available.

Please note that on July 1, 2012 pursuant to Senate Bill 92, the CSA, currently a division of the California Department of Corrections and Rehabilitation, will cease to exist and the Board of State and Community Corrections (BSCC) will be created. All of the duties and personnel of the CSA will transfer to the BSCC. The BSCC will be an independent agency reporting directly to the Governor. The JABG application and related contract documents that are needed to process 2012/13 JABG funding will reflect this transfer of authority.

Should you have questions regarding this funding notice, please contact the JABG Coordinator, Colleen Stoner, at 916/324-9385; colleen.stoner@cdcr.ca.gov

Juvenile Accountability Block Grant Funding 2012/13
Direct Allocations
(Based on 2011/12 Federal Funding)

LOCALITY	DIRECT ALLOCATION	DIRECT ALLOCATION WITH INCREASE	10% CASH MATCH	TOTAL PROJECT COST
Alameda, County of	$83,724	$125,586	$13,954	$139,540
Butte, County of	$11,906	$17,859	$1,984	$19,843
Contra Costa, County of	$48,973	$73,460	$8,162	$81,622
El Dorado, County of	$10,633	$15,950	$1,772	$17,722
Fresno, City of	$10,488	$15,732	$1,748	$17,480
Fresno, County of	$42,394	$63,591	$7,066	$70,657
Kern, County of	$47,206	$70,809	$7,868	$78,677
Long Beach, City of	$12,674	$19,011	$2,112	$21,123
Los Angeles, City of	$115,964	$173,946	$19,327	$193,273
Los Angeles, County of	$549,885	$824,828	$91,648	$916,476
Marin, County of	$13,833	$20,750	$2,306	$23,056
Merced, County of	$13,308	$19,962	$2,218	$22,180
Monterey, County of	$22,274	$33,411	$3,712	$37,123
Oakland, City of	$28,151	$42,227	$4,692	$46,919
Orange, County of	$133,974	$200,961	$22,329	$223,290
Placer, County of	$17,897	$26,846	$2,983	$29,829
Riverside, County of	$91,685	$137,528	$15,281	$152,809
Sacramento, City of	$17,668	$26,502	$2,945	$29,447
Sacramento, County of	$99,907	$149,861	$16,651	$166,512
San Bernardino, County of	$88,219	$132,329	$14,703	$147,032
San Diego, City of	$29,402	$44,103	$4,900	$49,003
San Diego, County of	$145,947	$218,921	$24,325	$243,246
San Francisco, City/County of	$78,546	$117,819	$13,091	$130,910
San Joaquin, County of	$37,046	$55,569	$6,174	$61,743
San Jose, City of	$12,982	$19,473	$2,164	$21,637
San Luis Obispo, County of	$12,532	$18,798	$2,089	$20,887
San Mateo, County of	$40,444	$60,666	$6,741	$67,407
Santa Barbara, County of	$27,405	$41,108	$4,568	$45,676
Santa Clara, County of	$108,635	$162,953	$18,106	$181,059
Santa Cruz, County of	$14,523	$21,785	$2,421	$24,206
Shasta, County of	$11,258	$16,887	$1,876	$18,763
Solano, County of	$20,445	$30,668	$3,408	$34,076
Sonoma, County of	$33,758	$50,637	$5,626	$56,263
Stanislaus, County of	$24,558	$36,837	$4,093	$40,930
Stockton, City of	$14,885	$22,328	$2,481	$24,809
Tulare, County of	$23,042	$34,563	$3,840	$38,403
Ventura, County of	$49,916	$74,874	$8,319	$83,193
Yolo, County of	$10,073	$15,110	$1,679	$16,789
TOTALS	**$2,156,160**	**$3,234,248**	**$359,362**	**$3,593,610**

California Department of Corrections & Rehabilitation
Corrections Standards Authority
Issued April 2012

Juvenile Accountability Block Grant Program (JABG)

2012/2013
Direct Allocation
Grants Application
Packet

Overview of Grant Award

The Juvenile Accountability Block Grants (JABG) Program, administered at the federal level by the Office of Juvenile Justice and Delinquency Prevention (OJJDP), supports state and local efforts to reduce juvenile crime through programs that focus on offender accountability (Public Law 107-273). As the designated state agency for this federally funded program, the Corrections Standards Authority (CSA) distributes the Federal annual allocations to those local jurisdictions meeting the federal funding threshold to receive a direct allocation. The grant year will cover July 1, 2012 through June 30, 2013. Please note that on July 1, 2012 pursuant to Senate Bill 92, the CSA, currently a division of the California Department of Corrections and Rehabilitation, will cease to exist and the Board of State and Community Corrections (BSCC) will be created. All of the duties and personnel of the CSA will transfer to the BSCC. The BSCC will be an independent agency reporting directly to the Governor. The JABG application and related contract documents that are needed to process 2012/13 JABG funding will reflect this transfer of authority.

This year, local jurisdictions that meet the threshold for receiving a direct allocation will receive an additional amount of funding (see Appendix A). This opportunity comes as a result of an excess in discretionary JABG funding that remains unspent. If unused, these funds revert back to the federal government rather than directly benefiting the California local programs that qualify for JABG funding. In an attempt to maximize the fiscal support of local programs, these funds are being redirected to serve their intended purpose. Although this enhancement was also available to augment the 2011/12 allocation and is available again this year, it should be considered as a one-time funding opportunity. Future availability of these funds is dependent upon unspent discretionary JABG funding remaining on a year-to-year to year basis.

California's State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), which oversees the use of federal funds administered by CSA, identified three priority areas in their new three-year Strategic Plan on which California is to focus its efforts. The three priority areas are:

1. Disproportionate Minority Contact – includes direct services, education/awareness, and support through resources and advocacy to address any disparities in the decision-making processes within the juvenile justice system that impact youth of color and the corresponding disproportionality of youth of color coming into contact with the juvenile justice system.

2. Evidence-Based Practices - places an emphasis on achieving measurable outcomes and making sure that the services provided and the resources used are effective. It involves using research-based, and scientific studies to identify interventions that reliably produce significant reductions in recidivism, when correctly applied to offender populations through the use of the following four principles of effective intervention:

    a. Risk Principle – focuses on attention on the crucial question of WHO is being served and calls for targeting the highest risk offenders.
    b. Need Principle – requires that priority be given to addressing criminogenic risk/need factors with a clear focus on WHAT programs are delivered.
    c. Treatment Principle – conveys the importance of using behavioral treatment approaches to achieve the best possible outcomes and requires attention to the questions of HOW programs are delivered.

d. Fidelity Principle – draws attention to HOW WELL programs are delivered and reiterates the necessity that programs be implemented as designed.

Successful implementation of EBP includes organizational development to create and sustain a culture accepting of best practices and evidence-based approaches, including a commitment

to initial and ongoing professional development and training, use of validated risk/needs assessment tools, data collection and analysis, use of programs and practices known to produce positive criminal justice outcomes, quality assurance assessments to ensure program fidelity, performance management to improve programs and policies, a "systems change approach" to develop collaborations so that tasks, functions and sub-units work effectively together and not at cross-purposes, and a focus on sustainability.

3. A strategy to support efforts to develop and strengthen services, programs, and policies that promote positive outcomes for youth, their families, and communities – focuses on system improvement of juvenile detention policy and practice and may include programs, research, and other initiatives to examine issues or improve practices, policies, or procedures on a system wide basis (e.g., examining problems affecting decisions from arrest to disposition and detention to corrections).

The SACJJDP encourages JABG recipients to align the use of their direct allocation with the three priority areas identified in the SACJJDP's Strategic Plan.

Application Requirements

Due Date: This application is due to the CSA **via e-mail by June 1, 2012.** A signed, hard copy of the application is to follow, submitted by the applicant via U.S. mail.

Eligible Applicants: Units of local government meeting the minimum federal funding threshold are eligible to apply for the formula-based direct allocation. **Please refer to Appendix A for a listing of eligible units of local government, including the federally determined grant amount for each.** Localities shall designate an implementing agency for the grant project.

Local Advisory Board: Under federal law, a local advisory board must review a Coordinated Enforcement Plan (CEP) outlining how JABG funds will be expended. For the purpose of this grant, this application is the CEP. The board must include, if appropriate, representatives from the police, sheriff and probation departments, district attorney's office, juvenile court, education, social services, a nonprofit and nongovernmental victim advocacy organization, and a nonprofit religious or community group. Grantees may use an existing advisory board with similar membership (e.g., Juvenile Justice Coordinating Council) to meet this requirement.

Local Match: Applicants must assure that they will contribute a cash match of 10% of the total project costs (see Appendix A for required match amounts **based on the federal formula** which requires match to be computed by dividing the funding allocated by 0.9 x 1.0). Applicants opting to use JABG funds to construct new and permanent detention facilities must provide a 50% cash match. Matching funds may be either state or local dollars. Federal funds are not an allowable match source.

Eligible Expenditures: Grantees must expend JABG funds for projects that fall within the 17 federally designated program purpose areas, with a focus on juvenile accountability. **Please see Appendix B for information on the JABG program purpose areas and performance measures.** Additionally, the California SACJJDP strongly encourages JABG recipients to align the use of their direct allocation with the three priority areas identified in their strategic plan.

Disbursement of Grant Funds: Disbursement of grant funds occurs on a reimbursement basis for actual project costs incurred during a reporting period. Grantees must submit invoices online to the CSA on a quarterly basis, within 45 days following the end of the reporting period. Grantees must maintain adequate supporting documentation for all costs, both grant and match, claimed on invoices.

Federal Performance Measure: Federal regulations require JABG grantees to select a program purpose area(s) from the JABG program list and report specific data pertaining to the area(s) identified. Grantees will report data to the CSA on a quarterly basis via progress reports.

Resolution: Applicants must submit a resolution from their governing board (City Council or Board of Supervisors) addressing specific requirements. **Please see Attachment C for a Sample Resolution.** The resolution must be on file with the CSA prior to a finalized grant award agreement.

Waivers: A qualifying unit of local government may waive its right to a direct grant award and request that such unit's funds be awarded to and expended for its benefit by a larger or contiguous unit of local government. **Please see Attachment D for the pertinent waiver documentation.**

Disproportionate Minority Contact Training: To receive federal funding, the state of California is required to demonstrate a good faith effort to address Disproportionate Minority Contact (DMC). DMC

refers to the overrepresentation of youth of color who come into contact with the juvenile justice system (at all points, from arrest through confinement) relative to their numbers in the general population. In an effort to comply with this requirement, the CSA has undertaken a number of activities to ensure that California addresses DMC. Accordingly, JABG recipients are invited to attend a one day regional DMC training for project directors and other interested staff which will be provided during the program year.

Viewing direct service for at-risk youth through the DMC lens not only complements the principles of the JABG program but can effectively influence the impact of current interventions. The regional DMC courses will be provided at no cost to attendees and address issues relevant to participants who have received previous training as well as those attending DMC training for the first time. Two trainings will be offered; one for the northern region and one for the southern region. JABG funding may be used to reimburse agencies for travel related expenditures such as mileage, meals, lodging if required, and other per diem costs. Applicants should include these costs in the budget section of this application. Registration information regarding the date, time and location of the regional trainings will be sent to all project directors. Additional information about DMC can be found at http://www.cdcr.ca.gov/CSA/CPP/Grants/DMC/Index.html or applicants may contact DMC Coordinator, Shalinee Hunter, at 916/322-8081; Shalinee.hunter@cdcr.ca.gov.

Complete Application Submittal: A complete application includes the application document, Federal Performance Measures form(s) and governing body's resolution. Additionally, waiver documents are required from any applicant receiving funds waived from another locality.

Progress Reports: Grantees must submit quarterly progress reports, including the mandatory federal data and project progress notes, utilizing the JABG Progress Report form provided on the CSA website www.cdcr.ca.gov/Divisions_Boards/CSA/.

The Federal Funding Accountability and Transparency Act: The intent of the Federal Funding Accountability and Transparency Act (FFATA) is to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is www.USASpending.gov.

The FFATA Subaward Reporting System (FSRS) is the reporting tool Federal prime awardees (i.e. prime contractors and prime grants recipients) use to capture and report subaward and executive compensation data regarding their first-tier sub awards to meet the FFATA reporting requirements. Prime contract awardees will report against sub-contracts awarded and prime grant awardees will report against subgrants awarded. The subaward information entered in FSRS will then be displayed on www.USASpending.gov associated with the prime award furthering Federal spending transparency.

It is possible that funding used to support the 2012/13 JABG grant activities will trigger the FFATA reporting requirement. Should this occur we will contact your agency to obtain the information needed to report into the FSRS.

Audit: Grantees must submit an audit of expenditures within 120 days of the end of the grant period. Reasonable and necessary extensions to the timeframe may be granted if requested. Grantees may choose to submit either a program specific audit or a federal single audit.

Key Dates:

June 1, 2012	Applications due to CSA via email with signed hard copy to follow via U.S. mail
July 1, 2012	Grant year begins
November 15, 2012	First quarterly progress report due covering July – Sept. 2012 First quarterly financial invoice due covering July – Sept. 2012
February 15, 2013	Second quarterly progress report due covering Oct. – Dec. 2012 Second quarterly financial invoice due covering Oct. – Dec. 2012
May 15, 2013	Third quarterly progress report due covering Jan. – Mar. 2013 Third quarterly financial invoice due covering Jan. – Mar. 2013
June 30, 2013	Grant year ends
August 15, 2013	Fourth quarterly progress report due covering Apr. – June 2013 Fourth quarterly financial invoice due covering Apr. – June 2013
October 31, 2013	Final audit report due (unless extension granted)

Contact and Program Information: Questions regarding this application process may be directed to Colleen Stoner, Field Representative for CSA, (916) 324-9385 or colleen.stoner@cdcr.ca.gov .

Further information about the JABG Program, including fiscal and progress reporting forms and the Grant Contract Administration and Audit Guide, is also available on the CSA's web site at www.cdcr.ca.gov/Divisions_Boards/CSA/CPP/Grants/JABG/Index.html.

DEF MENT OF CORRECTIONS AND REHABILIT N
CORRECTIONS STANDARDS AUTHORITY

Juvenile Accountability Block Grants Program
2012/2013 Direct Allocation Application

SECTION I: APPLICANT INFORMATION

A. APPLICANT AND CONTACT INFORMATION

APPLICANT NAME	TELEPHONE NUMBER	FEDERAL EMPLOYER IDENTIFICATION NUMBER	
San Francisco Office of the Public Defender	415-753-7601	94-3248335	
STREET ADDRESS	CITY	STATE	ZIP CODE
555 7th Street	San Francisco	CA	94103
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE

B. PROJECT TITLE	C. PROGRAM PURPOSE AREA	D. AMOUNT OF FUNDS REQUESTED
Public Defender Placement Program	Court staffing/pretrial services Reentry	$117,819

E. BRIEF DESCRIPTION OF PROJECT

The Public Defender Placement Program continues to partially fund an attorney position for Offender Counsel. All youth who are committed to out of home placement by the San Francisco Superior Court are in detention. The attorney represents youth who are committed to out of home placement. The attorney immediately assesses the client for his/her individualized needs, works collaboratively with the placement division of the juvenile probation department to identify the appropriate placement in order to expedite the clients from detention. She has been able to reduce the detention/placement delay time from historical highs of 3-6 months to 2-3 weeks for her clients. She will monitor and maintain close contact with the clients and their families to address needs and concerns. She will advocate for the educational and mental health needs of the clients by participating in their IEP school hearings. By addressing the legal and ancillary holistic needs of the clients, there has been a reduction in AWOL's, program termination, and recidivism. Due to the success of this program, the placement attorney will now expand her services to represent public defender clients returning from county camp and other long term commitments. The placement attorney will serve up to 125 unduplicated youths per year. The Placement attorney will work collaboratively with a dedicated reentry team including a probation officer, community based case management youth advocate and judge. The attorney will incorporate evidence-based practices such as Team Decision Making with youth and their families, risk-need assessment through the Youth Assessment and Screening Instrument (YASI) and Child and Adolescent Needs and Strengths (CANS), coordination by a collaborative court, and individualized case planning coordinated jointly with supervision and aftercare staff and beginning immediately after commitment from an out of home placement, ranch, or other long term commitment.

F. IMPLEMENTING AGENCY

AGENCY NAME	
San Francisco Office of the Public Defender	
NAME, TITLE OF PROJECT DIRECTOR	TELEPHONE NUMBER
Patricia Lee	415-753-7610

STREET ADDRESS			FAX NUMBER
375 Woodside Ave. Rm.118			415-753-7610
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94127	Patricia.lee@sfgov.org

G. DESIGNATED FINANCIAL OFFICER

NAME, TITLE			TELEPHONE NUMBER
Angela Auyong			415-553-1677
STREET ADDRESS			FAX NUMBER
555 7th Street			415-553-1607
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94103	Angela.auyong@sfgov.org

H. DAY-TO-DAY PROJECT CONTACT PERSON

NAME AND TITLE			
Rebecca Marcus			415-753-7615
STREET ADDRESS			FAX NUMBER
375 Woodside Ave. Rm. 118			415-566-3030
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94127	Rebecca.marcus@sfgov.org

I. APPLICANT'S AGREEMENT

By submitting this application, the applicant assures that it will abide by the laws, policies and procedures governing this funding.

NAME AND TITLE OF AUTHORIZED OFFICER (PERSON WITH LEGAL AUTHORITY TO SIGN)				TELEPHONE NUMBER
Jeff Adachi				415-553-9520
STREET ADDRESS	CITY	STATE	ZIP CODE	FAX NUMBER
555 7th Street	San Francisco	CA	94103	415-553-1607
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE	E-MAIL ADDRESS
				Jeff.adachi@sfgov.org
APPLICANT'S SIGNATURE				DATE 5/17/12

SECTION II: PROJECT INFORMATION

A. PROJECT DESCRIPTION:

Part I: In the space below #5, provide the following project information:

1. Describe the project(s)/program(s) to be supported with JABG funds.
2. Define project goals and major activities/services.
3. Define the juvenile justice population(s) to be served by the project, including the estimated number of youth.

4. Support the project need with local data/information.
5. Describe staffing, including classification and number of staff required to achieve project goals.

Public Defender Placement Program:

1. **The Public Defender Placement Program will support one full time staff attorney to represent youth who have been committed to out of home placement, ranch and other long term commitments. This representation will begin immediately upon commitment and will continue for the youth throughout their entire period of probation.**
2. **The project goals and major activities/services include:**
   - **i. Direct referrals to appropriate residential programs**
   - **ii. Identification of placement needs through conferencing with minor/family and other reentry team members including thorough review of relevant, social, psychological and school reports.**
   - **iii. Close collaboration and monitoring of placement efforts with the probation department and the Court through regular meetings, court hearings, contacts with family members, and contacts with client and placement representatives.**
   - **iv. Unreasonable delays are brought to the court's attention to ensure accountability.**
   - **v. Youth involved in multiple systems, such as mental health, special education, or foster care can result in extended detention delays. The attorney collaborates with the reentry team to identify the proper identification of services among multiple systems to expedite timely and appropriate placement. The attorney will advocate in school disciplinary and school Individualized Education Plan hearing for the youth to ensure that they are in the appropriate school setting and that they are receiving the necessary special education services for the youth.**
   - **vi. Cooperation and coordination of reentry team and other key service providers reduces placement detention time. Regular case conferencing and communication reduces inefficiencies and improves placement and reentry outcomes for youth.**
   - **vii. Maintain regular contact with placement clients to address, needs, problems and concern in order to achieve successful graduation from placement and successful reentry to the community.**
   - **viii. Ensure proper case plans are developed and individualized to minor's needs and complied with to promote family reunification and public safety.**
   - **ix. Reduce number of youth in out of home placement or detention through effective utilization of community resources and family involvement.**
   - **x. Engage family members of clients with early outreach and family assessment to determine needs of the minor for eventual reentry to the community.**
   - **xi. The attorney will advocate in school disciplinary and school Individualized Education Plan hearings for the youth to ensure that they are in the appropriate school setting and that they are receiving the necessary special education services for the youth.**

3. **Cases per FY:**
   125 youth per year
   50 education advocacy cases

4. **Over the past 15 years, San Francisco has established itself as a national leader in developing alternatives to secure detention for juvenile justice involved youth and in establishing innovative community-based aftercare programs. Consistent with a nationwide trend of declining juvenile arrests, San Francisco's juvenile arrest rate declined 46.3% from 1995 to 2005. Since 200, San Francisco juvenile detention have declined by 52%. The number of youth ordered to the California Division of Juvenile Justice has also decreased dramatically, with only 8 San Francisco youth committed there since 2007, a 58% decline since 2000. No Public Defender client has been committed to DJJ since 2004. Due to the Juvenile Collaborative Reentry Team (JCRT) of which the placement attorney is an active team member, San Francisco has seen continued success in reducing juvenile arrest and detentions. However that success comes despite the ongoing disparities in arrest and detention rates. The majority of juvenile-justice-involved youth in San Francisco are African Americans and Latinos originating from specific, low-income communities with high levels of violence and gang activity. In 2011, African American and Latino youth comprised 48.34% and 27.55% of juvenile probation referrals, respectively, despite the fact that African American juveniles make up only 12% of San Francisco youth ages 10 to 17, and Latino juveniles make up only 23%. In 2008, 108 of San Francisco's 205 out of home placement (53%) ended in placement failure, with African American and Latino youth comprising 72% and 21% of placement failures, respectively (SF Juvenile Probation Department). Most of the placement failures were non-public defender clients. Thanks in part to the JCRT program and the dedicated full time placement attorney, those numbers have improved significantly with only 31% of out of home placements in 2011 ending in placement failure. The disproportionality continues, with African American and Latino youth making up 65% and 21% of those failures thereby indicating a need to continue placement advocacy for youth of color.**
5. **The staffing for the Public Defender Placement Program will include the full time attorney position.**

Part II: Further identify the target population for your program by completing the table below. Place an "X" next to at least one population segment (or "not applicable") in each of the six designated areas. Multiple boxes may be checked in any one area. Each "X" shall indicate the populations, if any, to which the program intends to offer targeted services. Targeted services include any services or approaches **specifically designed** to meet the needs of the population (e.g. gender specific, culturally based, developmentally appropriate services).

TARGET POPULATION	
1. RACE	**4. AGE**
☐ Not applicable	☐ Not applicable
X American Indian/Alaskan Native	☐ Under 11
X Asian	X 12-13
X Black/African American	X 14-15
X Hispanic or Latino (of any race)	X 16-17

X Native Hawaiian/Other Pacific Islander	X 18 and over*
X Other Race	
X White/Caucasian	
2. JUSTICE	**5. GEOGRAPHIC**
☐ At-Risk Population (no prior offense)	☐ Not applicable
X First Time Offenders	☐ Rural
X Repeat Offenders	☐ Suburban
X Sex Offenders	☐ Tribal
☐ Status Offenders	X Urban
X Violent Offenders	
3. GENDER	**6. OTHER POPULATIONS**
☐ Not applicable	☐ Not applicable
X Male	X Mental Health
X Female	X Pregnant
	X Substance Abuse
	X Truant/Dropout

*Participants 18 years and over must be under the jurisdiction of the juvenile justice system.

PROGRAM PURPOSE AREA(S): All funded projects must fall within one or more federally recognized purpose areas established for JABG. Appendix B includes a detailed listing of the 17 program purpose areas from which each applicant must choose. Each separate purpose area identified in this section will require subsequent data reporting on quarterly progress reports to the CSA. For this reason applicants are encouraged to consolidate their programs into one program purpose area whenever possible. In addition to the Program Purpose areas, California's State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), which oversees the use of federal funds administered by CSA, encourages JABG recipients to align the use of their direct allocation with the three priority areas that are identified in the SACJJDP's Strategic Plan. The three priority areas are: (1) Disproportionate Minority Contact, (2) Evidence-Based Practices, and (3) a strategy to support efforts to develop and strengthen services, programs, and policies that promote positive outcomes for youth, their families, and communities. More information about these priority areas is provided in the Overview of Grant Award section of this application.

In the space below, please indicate the selected program purpose area(s) by number and topic, and the federal dollar amount allotted to each. *(Example: #8 Juvenile Drug Courts - $ 47,189)*

#3. Hiring court staff/pretrial services - $117,819

B. FEDERAL PERFORMANCE MEASURES: New this year is a requirement that all grantees report data to the CSA on mandatory **Core Measures** developed by the OJJDP (see table below). Additionally grantees are to report on the performance indicators for each program purpose area identified in their application. Once a purpose area(s) has been chosen in Section II-B above, applicants are to click the corresponding PDF link(s) below to locate the performance measure grid that identifies the data to be collected and reported. Please note the grid identifies the mandatory measures to be collected in the "Output/Outcome Measures" column and the precise data to be reported in the "Reporting Format" column. Applicants must select **at least one** Output Measure **and** one Outcome Measure for each program purpose area identified. In the space below, please indicate the selected program purpose area(s) by number and topic, along **with at least one** Output Performance Measure **and one** Outcome Performance Measure that will be reported throughout the grant period. *(Example: #8 Juvenile Drug Courts – Output Measure/Number of drug court slots – Outcome Measure/Number and percent of eligible youth to enter the drug court)*

#3 Hiring Court Staff/Pretrial Services – Output Measure/number of cases per staff member – Outcome measure/number and percent of cases per staff

Data to be collected will fall into either one or both of the following categories:

- Direct Service - Defined as an actual service with an individual or group which could take the form of mentoring, counseling, or educational activities. The efforts of these services are defined as prevention, intervention, or rehabilitative.

- System Improvement – Defined as efforts to make desired changes in overall practices, policies or procedures through activities such as hiring personnel, providing training or technical assistance, purchasing equipment/supplies or new information systems, or conducting research.

Grantees must determine which category best describes their project, as this will later determine the data to be collected in the quarterly progress reports.

JABG Purpose Areas

Core Measures (Required for All Grantees)
Performance Measures Matrix
(PDF | MS Word)

1 Graduated Sanctions
Performance Measures Matrix
(PDF | MS Word)

2 Facilities
Performance Measures Matrix
(PDF | MS Word)

3 Hiring Court Staff/Pretrial Services
Performance Measures Matrix
(PDF | MS Word)

4 Hiring Prosecutors
Performance Measures Matrix
(PDF | MS Word)

5 Funding for Prosecutors
Performance Measures Matrix
(PDF | MS Word)

6 Training Law Enforcement/Court Personnel
Performance Measures Matrix
(PDF | MS Word)

7 Gun Courts
Performance Measures Matrix
(PDF | MS Word)

8 Drug Courts
Performance Measures Matrix
(PDF | MS Word)

9 Juvenile Records
Performance Measures Matrix
(PDF | MS Word)

10 Information Sharing
Performance Measures Matrix
(PDF | MS Word)

11 Accountability-Based Programs
Performance Measures Matrix
(PDF | MS Word)

12 Risk/Needs Assessments
Performance Measures Matrix
(PDF | MS Word)

13 School Safety
Performance Measures Matrix
(PDF | MS Word)

14 Restorative Justice
Performance Measures Matrix
(PDF | MS Word)

15 Court/Probation Programming
Performance Measures Matrix
(PDF | MS Word)

16 Hiring Detention/Corrections staff
Performance Measures Matrix
(PDF | MS Word)

17 Reentry
Performance Measures Matrix
(PDF | MS Word)

C. **DMC REGIONALTRAINING:** In the space below enter the number and position(s) of the staff you intend to send to DMC regional trainings.

1. **Project Manager Managing Attorney of the Juvenile Unit of the SF Office of the Public Defender**

2. **Placement Attorney**

SECTION III: BUDGET INFORMATION

A. WAIVER AND MATCH CALCULATION: Completion of this segment of the budget section is only for those applicants receiving waivers of funding from other jurisdictions. Applicants not receiving waivers may skip to the next segment – part B of this budget section.

1.	Applicant unit of local government direct grant amount	(A)	$	0
2.	Additional direct grants received from other eligible recipients (waivers):			
	Waiving jurisdiction: / Waiver Amount:			
	$ 0			
	$ 0			
	$ 0			
	Total amount from other recipients	(B)	$	0
3.	Total amount of federal award (A + B)	(C)	$	0
4.	Cash Match (C / .9 x .1) (round to nearest dollar)	(D)	$	0
5.	Total Project Costs (C + D) (round to nearest dollar)	(E)	$	0

NOTE: The above Waiver and Match table is an Excel document. Double click on the document; fill in the numbers for auto calculation, then save.

B. BUDGET LINE ITEM TOTALS: Please complete the applicable fields in the following table for the proposed budget.

- Administrative overhead may not exceed 5% of the total grant funds requested.
- With the exception of new and permanent construction projects requiring a 50% cash match, the required cash match for all other projects is 10% of the total project costs. See Appendix A for pre-calculated 10% match amounts based on federal formula (federal allocation divided by 0.9 X .10 for each line item).
- Other may include travel related costs for participants attending the DMC regional training (see Overview of Grant Award and Application Requirements).

Budget Line Items	Grant Funds	Cash Match	Total
Salaries and Benefits	$ 117,819.00	$ 13,091.00	$ 130,910.00
Services and Supplies			$ -
Professional Services			$ -
CBO Contracts			$ -
Administrative Overhead			$ -
Fixed Assets/Equipment			$ -
Other			$ -
Total	$ 117,819.00	$ 13,091.00	$ 130,910.00

NOTE: The budget table is an Excel document. Double click on the document; fill in the numbers for auto calculation, then save.

C. **BUDGET LINE ITEM DETAILS:** Provide sufficient detail/breakdown to explain how the requested funds outlined in the table above will be expended in each applicable line item. Detail total must equal detail of line item totals in above table. Identify match items, their respective dollar amounts, and source of the match funds.

1. **SALARIES AND BENEFITS:** Number of staff, classification, salary and benefits.

   Classification 8177 trial attorney

   Salary: $172,588 **Benefits: $36,244**

2. **SERVICES AND SUPPLIES:** Includes leases, rent, utilities, travel and training.

3. **PROFESSIONAL SERVICES:** Includes evaluator, consultant services, therapists, and other professionals as required.

4. **COMMUNITY-BASED ORGANIZATIONS:** Name of organization and services to be provided.

5. **ADMINISTRATIVE OVERHEAD:** Indicate percentage and how calculated. This total may not exceed 5% of the grant funds.

6. **FIXED ASSETS/EQUIPMENT:** Office equipment, vehicles, and other equipment necessary to perform program activities.

7. **OTHER:** Any other items not covered above but necessary to meet program goals.

SECTION IV: LOCAL ADVISORY BOARD

In meeting the federal requirement, indicate in the spaces below the membership of the locally designated advisory board charged with reviewing the plan for expending JABG funds.

Date of meeting to approve application: July 28, 2011

Name	Title	Agency
Allison Magee	**Director of Administration**	**Juv. Probation**
Patricia Lee	**Managing Attorney**	**Public Defender**
Juliu DeGuia	**Managing Attorney**	**District Attorney**
Maria Sui	**Executive Director**	**Dept. Children, Youth, and Families**
Dirk Beijen	**Commissioner**	**Juvenile Probation Commission**

Denise Coleman	**Director**	**Juvenile Justice Providers Ass.**
Emily Gerber	**Director**	**Dept. of Public Health**
Ernest Brown	**Director**	**Youth Treatment and Education Court**
Glenn Eagleson	**Director**	**Office of Economic and Workforce Development**
Sunny Schwarz	**Director of Programs**	**Sheriff's Dept.**
Mario Yedidia,	**Commissioner**	**Youth Commission**
Wendy Still	**Chief**	**Adult Probation**

SECTION V: BOARD OF SUPERVISORS' RESOLUTION

As part of the grant application process, applicants must submit a resolution from the City Council/Board of Supervisors addressing specified issues. **Please see Attachment D for a Sample Resolution.** The resolution need not be submitted at the same time as the application document; however, the original resolution or copy thereof must be provided to the CSA prior to a grant award agreement being signed. Resolutions may be directed by mail to the JABG Coordinator, Colleen Stoner at Corrections Standards Authority, 600 Bercut Drive, Sacramento 95811.

SECTION VI: AUDIT IDENTIFICATION

Grant recipients must submit an audit of expenditures within 120 days following the end of the grant period. Grantees may choose either a program specific audit or a single federal audit. Federal guidelines allow grant recipients receiving $500,000 or more in federal funds (from all sources including pass-through sub-awards) in a fiscal year to use their federal juvenile justice grant funds to pay for the cost of the audit. Grantees falling below the $500,000 threshold must use non-federal funds (i.e., match funds) to pay for audit costs. For purposes of this application, please **check one of the boxes** below to indicate the grantee's choice for meeting the audit requirement.

X In conformance with Federal OMB Circular #A-133, and the California State Controller's Accounting Standards and Procedures Chapter 23, Grant Accounting Index, the identified grant will be included in the City/County **Single Federal Audit Report**, which will be submitted to the CSA within the required timeframe of 120 days from the end of the 12-month grant period. NOTE: Should an extension be needed, please provide in advance of the deadline a written justification that indicates reasons for the extension and the timeframe needed.

OR

☐ In conformance with Federal OMB Circular #A-133, and the California State Controller's Accounting Standards and Procedures Chapter 23, Grant Accounting Index, the grantee will provide a **Program Specific Final Audit Report** to the CSA within the required timeframe of 120 days from the end of the 12-month grant period.

PLEASE E-MAIL YOUR COMPLETED APPLICATION
BY JUNE 1, 2012
To
Colleen.Stoner@cdcr.ca.gov

APPENDIX A – FFY 2012/13 DIRECT ALLOCATIONS FOR ELIGIBLE LOCALITIES (THE 2012/13 DIRECT ALLOCATIONS ARE BASED ON CALIFORNIA'S 2011/12 FEDERAL ALLOCATION)

LOCALITY	DIRECT ALLOCATION	DIRECT ALLOCATION WITH INCREASE	10% CASH MATCH	TOTAL PROJECT COST
Alameda, County of	$83,724	$125,586	$13,954	$139,540
Butte, County of	$11,906	$17,859	$1,984	$19,843
Contra Costa, County of	$48,973	$73,460	$8,162	$81,622
El Dorado, County of	$10,633	$15,950	$1,772	$17,722
Fresno, City of	$10,488	$15,732	$1,748	$17,480
Fresno, County of	$42,394	$63,591	$7,066	$70,657
Kern, County of	$47,206	$70,809	$7,868	$78,677
Long Beach, City of	$12,674	$19,011	$2,112	$21,123
Los Angeles, City of	$115,964	$173,946	$19,327	$193,273
Los Angeles, County of	$549,885	$824,828	$91,648	$916,476
Marin, County of	$13,833	$20,750	$2,306	$23,056
Merced, County of	$13,308	$19,962	$2,218	$22,180
Monterey, County of	$22,274	$33,411	$3,712	$37,123
Oakland, City of	$28,151	$42,227	$4,692	$46,919
Orange, County of	$133,974	$200,961	$22,329	$223,290
Placer, County of	$17,897	$26,846	$2,983	$29,829
Riverside, County of	$91,685	$137,528	$15,281	$152,809
Sacramento, City of	$17,668	$26,502	$2,945	$29,447
Sacramento, County of	$99,907	$149,861	$16,651	$166,512
San Bernardino, County of	$88,219	$132,329	$14,703	$147,032
San Diego, City of	$29,402	$44,103	$4,900	$49,003
San Diego, County of	$145,947	$218,921	$24,325	$243,246
San Francisco, City of/County of	$78,546	$117,819	$13,091	$130,910
San Joaquin, County of	$37,046	$55,569	$6,174	$61,743
San Jose, City of	$12,982	$19,473	$2,164	$21,637
San Luis Obispo, County of	$12,532	$18,798	$2,089	$20,887
San Mateo, County of	$40,444	$60,666	$6,741	$67,407
Santa Barbara, County of	$27,405	$41,108	$4,568	$45,676
Santa Clara, County of	$108,635	$162,953	$18,106	$181,059
Santa Cruz, County of	$14,523	$21,785	$2,421	$24,206
Shasta, County of	$11,258	$16,887	$1,876	$18,763
Solano, County of	$20,445	$30,668	$3,408	$34,076
Sonoma, County of	$33,758	$50,637	$5,626	$56,263
Stanislaus, County of	$24,558	$36,837	$4,093	$40,930
Stockton, City of	$14,885	$22,328	$2,481	$24,809
Tulare, County of	$23,042	$34,563	$3,840	$38,403
Ventura, County of	$49,916	$74,874	$8,319	$83,193

Yolo, County of	$10,073	$15,110	$1,679	$16,789
TOTALS	**$2,156,160**	**$3,234,248**	**$359,362**	**$3,593,610**

APPENDIX B – JABG PROGRAM PURPOSE AREAS

1) **Graduated sanctions**: Developing, implementing, and administering graduated sanctions for juvenile offenders.

2) **Corrections/detention facilities**: Building, expanding, renovating, or operating temporary or permanent juvenile corrections, detention or community corrections facilities.

3) **Court staffing and pretrial services**: Hiring juvenile court judges, probation officers, and court-appointed defenders and special advocates, and funding pretrial services (including mental health screening/assessment) for juvenile offenders to promote the effective, expeditious administration of the juvenile justice system.

4) **Prosecutors (staffing)**: Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and backlogs reduced.

5) **Prosecutors (funding):** Providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to assist prosecutors in identifying and expediting the prosecution of violent juvenile offenders.

6) **Training for law enforcement and court personnel**: Establishing and maintaining training programs for law enforcement and other court personnel with respect to preventing and controlling juvenile crime.

7) **Juvenile gun courts**: Establishing juvenile gun courts for the prosecution and adjudication of juvenile firearms offenders.

8) **Juvenile drug courts**: Establishing drug court programs to provide continuing judicial supervision over juvenile offenders with substance abuse problems and to integrate administration of other sanctions and services for such offenders.

9) **Juvenile records system**: Establishing and maintaining a system of juvenile records designed to promote public safety.

10) **Information sharing**: Establishing and maintaining interagency information-sharing programs that enable the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.

11) **Accountability**: Establishing and maintaining accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.

12) **Risk and needs assessment**: Establishing and maintaining programs to conduct risk and needs assessments of juvenile offenders that facilitate effective early intervention and the provision of comprehensive services, including mental health screening and treatment and substance abuse testing and treatment, to such offenders.

13) **School safety**: Establishing and maintaining accountability-based programs designed to enhance school safety.

14) **Restorative justice**: Establishing and maintaining restorative justice programs.

15) **Juvenile courts and probation**: Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.

16) **Detention/corrections personnel**: Hiring detention and corrections personnel and establishing and maintaining training programs for such personnel, to improve facility practices and programming.

17) **Reentry systems and programs**: Establishing, improving and coordinating pre-release and post-release systems and programs to facilitate the successful reentry of juvenile offenders from state and local custody into the community.

ATTACHMENT C – SAMPLE RESOLUTION

Applicants must submit a resolution from the governing body (City Council/Board of Supervisors) that includes, at a minimum, the language and assurances outlined in the following sample:

WHEREAS the (*insert name of applicant city/county*) desires to receive and utilize federal grant funds available through the Juvenile Accountability Block Grant (JABG) Program administered by the Corrections Standards Authority (hereafter referred to as CSA).

NOW, THEREFORE, BE IT RESOLVED that the (*insert title of designated official)* is authorized on behalf of the (*insert City Council/Board of Supervisors*) to submit the JABG application and sign the Grant Agreement with the CSA, including any amendments thereof.

BE IT FURTHER RESOLVED that the *(city/county)* agrees to provide all matching funds required for said project, and abide by the statutes and regulations governing the JABG Program as well as the terms and conditions of the Grant Agreement as set forth by the CSA.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

Passed, approved, and adopted by the (*insert City Council/Board of Supervisors*) of (*insert name of city/county*) in a meeting thereof held on (*insert date*) by the following:

Ayes:

Notes:

Absent:

Signature: _____ Date: _____

Typed Name and Title: _____

ATTEST: Signature: _____ Date: _____

Typed Name and Title: _____

Unit of local government's official seal or notary stamp is required below.

ATTACHMENT D – WAIVER OF DIRECT GRANT AWARD

The following template/information must be provided on any waiver document submitted with a grant application. Original waiver documents must be submitted by mail to the Corrections Standards Authority (600 Bercut Drive, Sacramento, CA 95811).

I, *(name/title)*, the legally authorized administrative officer (city manager or county administrator) representing the *(name of waiving unit of local government)* authorize the Corrections Standards Authority to transfer award funds allocated under the Juvenile Accountability Block Grants 2007 in the amount of $*(grant amount)* to *(name of receiving unit of local government)*.

_____
Authorized Official's Signature

_____
Authorized Official's Typed Name

_____
Authorized Official's Typed Title

_____
Date Executed

Waiving unit of local government's official seal or notary stamp is required below