

File No. 130183

Committee Item No. 1

Board Item No. 5

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date March 28, 2013

Board of Supervisors Meeting

Date April 16, 2013

Cmte Board

- | | | |
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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Form 126 – Ethics Commission |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

Amendment of the Whole 3/28/13 _____

<input type="checkbox"/>	<input type="checkbox"/>	_____
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Completed by: Rana Calonsag Date April 4, 2013

Completed by: _____ Date _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages.

The complete document can be found in the file.

1 [Accept and Expend Grant - FY2012 Second Chance Act Juvenile Offender Reentry Program
2 and Amendment to the Annual Salary Ordinance, FY2012-2013 - \$461,166]

3 **Ordinance authorizing the Juvenile Probation Department (JPD) to retroactively accept**
4 **and expend a grant in the amount of \$461,166 from the Office of Justice Programs for**
5 **the United States Department of Justice for funding under the FY2012 Second Chance**
6 **Act Juvenile Offender Reentry Program (Second Chance grant award); and amending**
7 **Ordinance No. 165-12 (Annual Salary Ordinance, FY2012-2013 and FY2013-2014) to**
8 **reflect the addition of one Class 2910 Social Worker grant-funded position (0.4 FTE) at**
9 **JPD.**

10 Note: Additions are *single-underline italics Times New Roman*;
11 deletions are *~~striketrough italics Times New Roman~~*.
12 Board amendment additions are double underlined.
13 Board amendment deletions are ~~striketrough normal~~.

13 Be it ordained by the People of the City and County of San Francisco:

14 Section 1. Findings

15 The Juvenile Probation Department (JPD) of the City and County of San Francisco
16 applied to the Office of Justice (OJP) of the United States Department of Justice for grant
17 funding under the FY 12 Second Chance Act Juvenile Offender Reentry Program, and OJP
18 awarded JPD \$461,166 on August 17, 2012 with a required county match of \$461,166.

19 The purpose of the grant award is to support the expansion of the Juvenile
20 Collaborative Reentry Team (JCRT) program developed to improve outcomes for youth
21 returning from out-of-home-placements. The new Juvenile Collaborative Reentry Unit (JCRU)
22 will be composed of representatives from JPD, the Public Defender's Office, and community-
23 based service providers, and will be heard by a dedicated judge in the Office of Collaborative
24 Justice Programs (Juvenile & Family Programs) of the Superior Court of California.

1 The mission of the JCRU will be to provide coordinated and comprehensive reentry
2 case planning and aftercare services to high need youths in long-term commitments including
3 out-of-home placement and Log Cabin Ranch, with the goal of reducing recidivism and
4 placement failure by 50% over five years.

5 The award period for the grant funds is from October 1, 2012 to September 30, 2013.
6

7 Section 2. Authorization to Accept and Expend Grant Funds

8 The Board of Supervisors hereby authorizes the San Francisco Juvenile Probation
9 Department to retroactively accept and expend \$461,166 in grant funds from the Office of
10 Justice Programs for the United States Department of Justice; for the purposes of creating
11 and implementing the Juvenile Collaborative Reentry Unit.

12 In addition, the Board of Supervisors hereby waives the inclusion of indirect costs in the
13 grant budget.
14

15 Section 3. Grant Funded Position; Amendment to FY 2012-2013 Salary Ordinance.

16 The hereinafter designated section of Ordinance No. 165-12 (Annual Salary Ordinance,
17 FY 2012-2013 and FY 2013-2014 is hereby amended to add one (0.4 FTE) position to the
18 Juvenile Probation Department, as follows:

19 Department: JPD

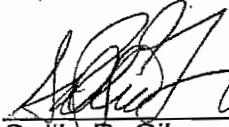
20 Program: AKC

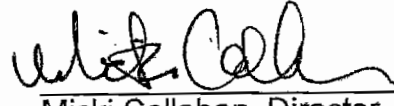
21 Subfund: 2SPPFGNC

22 Index Code: 125063

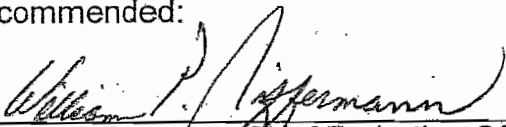
<u>Amendment</u>	<u># of Postions</u>	<u>Class and Item No.</u>	<u>Compensation Schedule</u>
Add	0.4	2910 Social Worker <u>(L)</u>	\$2,053 – 2,496

1 APPROVED AS TO FORM:

2
3 By:  (2/14/13)
4 Sallie P. Gibson
Deputy City Attorney

By:  2/7/13
Micki Callahan, Director
Department of Human Resources

6 Recommended:

7 
8 William Siffermann, Chief Probation Officer

9 APPROVED: 
10 Edwin Lee, Mayor

11 APPROVED: 
12 Controller, Grant Division

CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS
BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

March 25, 2013

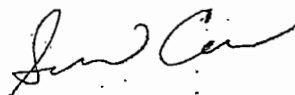
TO: Government Audit and Oversight Committee
FROM: Budget and Legislative Analyst 
SUBJECT: March 28, 2013 Government Audit and Oversight Committee Meeting

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Item 1
File 13-0183

Department:
Juvenile Probation Department
Public Defender's Office

EXECUTIVE SUMMARY

Legislative Objectives

- The proposed resolution would authorize the Juvenile Probation Department to retroactively accept and expend a grant in the amount of \$461,166 from October 1, 2012 through September 30, 2013, from the United States Department of Justice under the FY 2012 Second Chance Act Juvenile Offender Reentry Program for the Juvenile Probation Department's Juvenile Collaborative Reentry Unit. The Federal grant requires the City to provide equal matching funds or \$461,166 for total grant and matching funds of \$922,332.
- The proposed resolution would amend the FY 2012-13 Annual Salary Ordinance to reflect the addition of one Class 2910 Social Worker (0.4 FTE in FY 2012-13) grant-funded position.

Key Points

- In 2009 San Francisco was awarded a three-year Department of Justice Second Chance Act grant in the amount of \$660,615 to implement the Juvenile Collaborative Reentry Team to provide coordinated and comprehensive reentry case planning and aftercare services for certain youth returning to the community from out-of-home placement.
- The Juvenile Collaborative Reentry Unit is an expansion of the Juvenile Collaborative Reentry Team pilot program to include services for all youth returning to reside in San Francisco from long-term commitments including placement in the Log Cabin Ranch and the California Division of Juvenile Justice.

Fiscal Analysis

- The Federal grant requires the City to provide 100 percent matching funds or \$461,166 for total grant and matching funds of \$922,332. Under the proposed ordinance for the Juvenile Collaborative Reentry Unit program, \$230,583 of the \$461,166 are in-kind services and \$230,583 are a cash match.
- The proposed Second Chance Act Grant will offset the costs of 2.5 existing positions including: (a) 1.5 FTE 8444 Deputy Juvenile Probation Officer in the Juvenile Probation Department; and (b) 1.0 FTE 2910 Social Worker in the Public Defender's Office.
- The proposed ordinance amends the Annual Salary Ordinance to add 0.4 FTE 2910 Social Worker in the Juvenile Probation Department in FY 2012-13. However, the proposed ordinance does not specify that the position will be terminated when the grant funds terminate.

Recommendations

- Amend the proposed ordinance to specify that the new 2910 Social Worker grant funded position terminates at the expiration of the grant funds.
- Approve the proposed ordinance as amended.

MANDATE STATEMENT / BACKGROUND**Mandate Statement**

In accordance with Administrative Code Section 10.170-1, the acceptance and expenditure of Federal, State, or other grant funds in the amount of \$100,000 or more is subject to approval by the Board of Supervisors.

Background

In 2009 San Francisco was awarded a three-year Department of Justice Second Chance Act¹ grant in the amount of \$660,615 to implement the Juvenile Collaborative Reentry Team. The Juvenile Collaborative Reentry Team was a collaboration between the Superior Court of California, the San Francisco Juvenile Probation Department, the Public Defender's Office, and the Center on Juvenile and Criminal Justice², a non-profit organization, to provide coordinated and comprehensive reentry case planning and aftercare services for youth represented by the Public Defender's Office returning to reside in San Francisco from out-of-home placement.³ According to Ms. Allison Magee, Deputy Director, Juvenile Probation Department, the Juvenile Collaborative Reentry Team model established a collaborative team approach in the development and implementation of reentry plans for youth. The team consists of a probation officer, public defender, social worker, and community case manager, and works with a dedicated judge of the Reentry Court to ensure that youth are assisted in a comprehensive and monitored transition and community reintegration process.

The coordinated and comprehensive reentry case planning and aftercare services for youth returning to the community from out of home placement includes the following process:

- (1) A Juvenile Collaborative Reentry Team representative makes initial contact with every participant at the time of disposition to introduce him or her to the program;
- (2) Mid-way through the commitment, the team formally begins the process of developing a release plan;
- (3) Three months prior to release, the plan, which may include housing, vocational training, education, therapy and/or drug treatment, and any other services needed to ensure that the child succeeds, is finalized;
- (4) When presented to the court, the entire Juvenile Collaborative Reentry Team signs the plan and works to advocate on behalf of the child and family; and

¹Codified in 2008, the Second Chance Act was designed to improve outcomes for people returning to communities from prisons and jails. This first-of-its-kind legislation authorizes Federal grants to government agencies and nonprofit organizations to provide employment assistance, substance abuse treatment, housing, family programming, mentoring, victims support, and other services that can help reduce recidivism.

²Established in 1985 as the Western Regional Office of the National Center on Institutions and Alternatives (NCIA), the Center on Juvenile and Criminal Justice is a nonprofit nonpartisan organization that provides direct services, technical assistance, and policy analysis.

³According to Ms. Allison Magee, Deputy Director, Juvenile Probation Department, youth committed to out-of-home placement are removed from their homes by the court and placed in non-secure facilities such as foster homes, group homes, and residential treatment programs, primarily located in California as well as Nevada, Colorado, and Pennsylvania.

- (5) Implementation of the reentry plan begins prior to the child's release from commitment to ensure a seamless transition back to the community.

According to Ms. Magee, since its implementation, the Juvenile Collaborative Reentry Team program has been shown to reduce recidivism and improve outcomes for youth. A recent Juvenile Probation Department report states that Federal Department of Justice (DOJ) Division of Juvenile Justice reports that 70 percent of youth paroled from its institutions are rearrested; however, Juvenile Collaborative Reentry Team's cumulative data analysis shows that only 23 percent of Juvenile Collaborative Reentry Team participants were re-booked into Juvenile Hall following arrests for new offences after enrolling in the Juvenile Collaborative Reentry Team program.⁴

DETAILS OF PROPOSED LEGISLATION

The proposed resolution would authorize the Juvenile Probation Department to retroactively accept and expend a grant in the amount of \$461,166 from October 1, 2012 through September 30, 2013, from the United States Department of Justice under the FY 2012 Second Chance Act Juvenile Offender Reentry Program for the Juvenile Probation Department's Juvenile Collaborative Reentry Unit. The Federal grant requires the City to provide 100 percent matching funds or \$461,166 for total grant and matching funds of \$922,332.

Additionally, the proposed resolution would amend Annual Salary Ordinance to reflect the addition of one Class 2910 Social Worker (0.4 FTE in FY 2012-13) grant-funded position.

The Juvenile Collaborative Reentry Unit is an expansion of the three-year Juvenile Collaborative Reentry Team pilot program implemented in 2009 to improve outcomes for youth represented by the Public Defender's Office who were committed to out-of-home placement. The Juvenile Collaborative Reentry Unit expands on the Juvenile Collaborative Reentry Team model to serve all youth returning to reside in San Francisco from long-term commitments including Log Cabin Ranch⁵ and the California Division of Juvenile Justice regardless of representation. As such the expanded collaborative team includes attorneys (Public Defenders, District Attorneys and private attorneys), social workers, social advocates, probation officers, and clinical case coordinators work with the child and family and the dedicated reentry court to ensure that youth are assisted in a comprehensive and monitored transition and community reintegration process.

FISCAL ANALYSIS

Under the proposed resolution the Juvenile Probation Department would be authorized to retroactively accept and expend a Federal grant in the amount of \$461,166 for the Juvenile Probation Department's Juvenile Collaborative Reentry Unit. According to Ms. Magee, no grant funds have been expended. The Federal grant requires the City to provide 100 percent matching funds or \$461,166 for total grant and matching funds of \$922,332.

⁴ San Francisco Juvenile Probation, Juvenile Collaborative Reentry Team, Final Narrative Report, January 15, 2013.

⁵ Log Cabin Ranch is the San Francisco Juvenile Probation Department's post adjudication facility for delinquent male juveniles. The purpose of the facility is to provide twenty-four hour residential treatment and rehabilitation programming for juveniles who have been adjudicated as delinquent by the San Francisco Juvenile Courts. This is a fifty-week program structured to address the needs of juvenile delinquents and prepare them to become productive members of society.

Table 1 below shows the sources of funds for the Juvenile Collaborative Reentry Unit. Of the \$461,166 required, \$412,893 are City funds, previously appropriated by the Board of Supervisors in the Juvenile Probation Department and the Public Defender's Office FY 2012-13 budgets. The remaining \$48,273 are in-kind matching funds from the California Superior Court in San Francisco.

Table 1. Juvenile Probation Department's Source of Funds for the Second Chance Act Grant for the Juvenile Collaborative Reentry Unit, FY 2012-13

	Amount	Percentage Share
Total Federal Grant	\$461,166	50%
<u>Required Match</u>		
In Kind	230,583	25%
Cash	230,583	25%
Total Required Match	461,166	50%
Total Juvenile Collaborative Reentry Unit	\$922,332	100%

Table 2 below shows the Second Chance Act Grant budget.

Table 2. Juvenile Probation Department's Proposed Second Chance Act Grant Budget for the Juvenile Collaborative Reentry Unit

Funded by Second Chance Act Grant	
<u>Department Positions (Salaries and Fringe Benefits)</u>	
8444 Deputy Juvenile Probation Officer (1.5 FTE)	\$183,068
2910 Social Worker (2 FTE)	<u>177,042</u>
Subtotal Department Positions (3.5 FTEs)	360,110
Center for Juvenile and Criminal Justice Case Manager	62,500
Second Chance Act Conference Travel	18,556
Travel to OHP Sites	10,000
Client Support	10,000
Total Second Change Act Grant	\$461,166
Funded by City Match	
<u>In Kind Match</u>	
Public Defender Attorney	\$123,488
California Superior Court Judge	48,273
Lead Attorney - Public Defender	27,033
Deputy Director - Juvenile Probation	21,600
Juvenile Probation Accountant	<u>10,189</u>
Subtotal, In Kind Match	\$230,583
<u>Cash Match</u>	
Local Travel	\$25,397
Materials and Supplies	4,999
Consultants/Contractors	<u>200,187</u>
Subtotal, Cash Match	\$230,583
Total Match	\$461,166
Total Source of Funds	\$922,332

The proposed Second Chance Act Grant will pay for the salaries of existing positions:

- 1.5 FTE 8444 Deputy Juvenile Probation Officer in the Juvenile Probation Department; and
- 1.0 FTE 2910 Social Worker in the Public Defender's Office.

The proposed Second Chance Act Grant will pay for the salary of one new 2910 Social Worker position in the Juvenile Probation Department. The ordinance would amend the Annual Salary Ordinance to add 0.4 FTE 2910 Social Worker in FY 2012-13, with a hire date of January 22, 2013. According to Ms. Magee, the 2910 Social Worker was hired on January 22, 2013 as a temporary position, which will be exchanged for a permanent position when the Annual Salary Ordinance is amended to add 0.4 FTE in FY 2012-13.

Ms. Magee reports that the current Federal grant does not have an automatic renewal option; however, if the funding source for the Second Chance Act is approved by Congress, the Juvenile Probation Department anticipates future Second Chance Act grant funds to fund the new Juvenile Probation Department's Social Worker and to support the program. If the Juvenile Probation Department does not receive future grant funding, the grant funded position will be terminated.

As shown in Table 2 above, the \$230,583 in-kind match includes:

- (1) The Public Defender's Office will allocate the time of Public Defender Attorneys to the Juvenile Collaborative Reentry Unit;
- (2) The California Superior Court will allocate the time of a judge for the Reentry Court; and
- (3) The Juvenile Probation Department will allocate management and administrative time to the Juvenile Collaborative Reentry Unit.

According to Ms. Magee, all of the in kind positions will be allocated for the duration of the Juvenile Collaborative Reentry Unit program with the associated costs absorbed by the respective departments.

As shown in Table 2 above, the \$230,583 cash match includes \$200,187 for consultants/contractors that include:

- (1) \$159,187 for services provided by the Center on Juvenile and Criminal Justice, a non-profit organization, that has two existing city contracts to perform detention diversion and Intensive Home Based Supervision programming;
- (2) Approximately \$21,000 for dedicated training for the Juvenile Collaborative Reentry Unit and for enhanced training opportunities for Probation Officers working with youth in long term commitments;
- (3) Approximately \$20,000 for a comprehensive evaluation of the Juvenile Collaborative Reentry Unit;

As shown in Table 2 above, in addition to the \$200,187 for contractual services, the \$230,583 cash match also includes:

- (4) \$25,397 for local travel including out-of-home placement site visits; and
- (5) \$4,999 for Materials and Supplies.

The proposed ordinance amends the Annual Salary Ordinance to add 0.4 FTE 2910 Social Worker in the Juvenile Probation Department in FY 2012-13. However, the proposed ordinance does not specify that the position will be terminated when the grant funds terminate.

Indirect Costs

Pursuant to Section 10.170-1 of the City's Administrative Code, if indirect costs incurred by the grantee for grant administration are not included in the budget, the reason must be stated in the authorizing resolution. Approval of the proposed resolution would waive the indirect costs in order to maximize the use of available grant funds on direct program expenditures.

According to Ms. Magee, the indirect costs associated with accepting this grant are minimal administrative costs that would be absorbed by existing funds which were approved in Juvenile Probation Department's FY 2012-13 budget.

RECOMMENDATIONS

1. Amend the proposed ordinance to specify that the new 2910 Social Worker grant funded position terminates at the expiration of the grant funds.
2. Approve the proposed ordinance as amended.

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Catherine McGuire
DATE: 1/18/2013
SUBJECT: Accept and Expend Resolution for Second Chance Act
Juvenile Reentry Program and Amendment to the Annual Salary Ordinance.

GRANT TITLE: FY 2012-13 Second Chance Act Juvenile Reentry
Program

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

Proposed grant ordinance; original signed by Department, Mayor, Controller

Grant information form, including disability checklist

Grant budget

Grant application

Letter of Intent or grant award letter from funding agency

Ethics Form 126 (if applicable)

Contracts, Leases/Agreements (if applicable)

Other (Explain):

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Catherine McGuire

Phone: 415-753-7560

Interoffice Mail Address:

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 Ordinance Information Form
(Effective May 2011)

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

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

- 1. Grant Title: *Second Chance Act Juvenile Offender Reentry Program*
- 2. Department: *Juvenile Probation*
- 3. Contact Person: *Allison Magee* Telephone: *753-7817*

4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$ *461,166*

6a. Matching Funds Required: \$ *461,166*
b. Source(s) of matching funds (if applicable): *General Fund, EPSDT, other grant funds*

7a. Grant Source Agency: *U.S. Department of Justice*
b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: *The grant will support the creation and implementation of the Juvenile Collaborative Reentry Unit (JCRU). JCRU is an expansion of the JCRT model developed to improve outcomes for youth returning from out-of-home placements. JCRU will serve youth returning from all long-term commitments including out-of-home placements and San Francisco's Log Cabin Ranch. The JCRU establishes a dedicated team of attorneys, social workers, social advocates, probation officers, and clinical case coordinators who work with youth and their families to develop and implement sustainable reentry plans prior to the child's return to the community.*

9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: *October 1, 2012* End-Date: *September 30, 2013*

10. Number of new positions created and funded: *1*

11. Explain the disposition of employees once the grant ends?
If the JCRU model proves to be successful, JPD will seek general fund support for the position.

12a. Amount budgeted for contractual services:
b. Will contractual services be put out to bid? *No*
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?

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

13a. Does the budget include indirect costs? Yes No

b1. If yes, how much? \$ n/a
b2. How was the amount calculated?

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

c2. If no indirect costs are included, what would have been the indirect costs? \$167,772

14. Any other significant grant requirements or comments:

****Disability Access Checklist****

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

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Existing Site(s) | <input checked="" type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input checked="" type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

16. The Departmental ADA Coordinator 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 ADA Coordinator or Mayor's Office of Disability Reviewer:

Louise Houston,
(Name)

JPD Human Resources Director
(Title)

Date Reviewed: 1/23/13

Louise Brooks Houston
(Signature Required)

Overall Department Head or Designee Approval:

William P. Ruffmann

Allison Magee
(Name)

Deputy Director over Administration
(Title)

Date Reviewed: [Signature]

1/24/13
(Signature Required)

San Francisco
Juvenile Collaborative Reentry Unit Budget

Personnel

Name	Computation	Cost
8444 Deputy Probation Officer		86,008
2910 Social Worker (2)		123,916
Center for Juvenile and Criminal Justice Case Manager (2)		50,000
Public Defender Attorney: at 50%	50 % of 172588	86,294
California Superior Court Judge	20% of \$178,789	35,758
Lead Attorney - Public Defender	10% of \$186,432	18,643
Deputy Director - Juvenile Probation	10% of \$157,096	15,710
Juvenile Probation Accountant (10%)	10% of \$71,800	7,150
	Subtotal	473,479

Fringe Benefits

Name	Computation	Cost
8444 Deputy Probation Officer	40%	34,560
2910 Social Worker (2)	43%	53,126
Center for Juvenile and Criminal Justice Case Manager	25%	25,000
196 Public Defender	43%	37,391
California Superior Court Judge	35%	12,515
Lead Attorney - Public Defender	43%	8,078
Deputy Director - Juvenile Probation	38%	5,970
Juvenile Probation Accountant (10%)	43%	3,075
	Subtotal	179,714

Travel

Description	Computation	Cost
Travel for Five in Second Chance Act Conference	Flight, Hotel, Per Diem for 2.5 day conference	9,278
Travel for Five in Second Chance Act Conference	Flight, Hotel, Per Diem for 2.5 day conference	9,278
Staff Travel to out-of-state placement sites	Estimated to cover 1-3 term trips to Placement Sites	10,000
Staff Travel to Log Cabin Ranch in La Honda, CA	120 miles, one day a week at .555 per mile for four employees	13,853
Staff Travel to OHP in Bay Area	100 miles per month for four employees	11,544
	Subtotal	53,953

Equipment

	Subtotal	0
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Supplies

Name	Computation	Cost
Materials and Supplies		4,999
	Subtotal	4,999

Consultants/Contracts

Name of Consultant/Contractor	Service Provided/Computation	Cost
TBD	Evaluation at \$125 per hour	20,000
Center for Juvenile and Criminal Justice	Locally-funded services, such as wrap, IHBS, and other aftercare programming	159,187
TBD	Training at \$125 per hour	21,000
	Subtotal	200,187

Other Costs

Description	Computation	Cost
Client Support - Interview attire	\$75 per youth, 55 youth	4,125
Client Support - Transit Cards	\$60 per ticket, 80 tickets	4,800
Client Support - School applications	\$25 per application, 43 applications	1,075
	Subtotal	10,000

Indirect Costs

	Subtotal	0
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Total Costs

		922,332
--	--	---------

Total Federal Share

		461,166
--	--	---------

San Francisco
Juvenile Collaborative Reentry Unit Budget

Budget Summary

Total Program Costs	922,332
Total Federal Share	461,166
Total Required In Kind Match	230,583
Total Required Cash Match	230,583

Federal Share	
8444 Deputy Probation Officer	120,568
2910 Social Worker (2)	177,042
Center for Juvenile and Criminal Justice Case Manager	125,000
Second Chance Act Conference Travel	18,556
Travel to Placement Sites	10,000
Client Support	10,000
Total Federal Share	461,166

Match	
In-Kind	
Public Defender Attorney; at 50%	123,685
California Superior Court Judge	48,273
Lead Attorney - Public Defender	26,721
Deputy Director - Juvenile Probation	21,679
Juvenile Probation Accountant	10,225
Total In-Kind Match	230,583

Cash Match	
Local Travel	25,397
M & S	4,999
Consultants/Contractors	200,187
Total Cash Match	230,583

Conference Travel Justification

Hotel	678	Bay Area OHP's	
Per diem	177.5		
Right	1,000		100
Total	1,856		55.5
No.	9,278		11,544

Local Travel Justification	Log Cabin Ranch
Mileage	0.555
Distance	120
Reimbursement	66.6
Total Annual Reimb.	13,833

APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED May 14, 2012	Applicant Identifier
1. TYPE OF SUBMISSION	3. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION		
Legal Name San Francisco Juvenile Collaborative Reentry Team Initiative		Organizational Unit SF Juvenile Probation Dept.
Address 375 Woodside Ave. San Francisco, California 94127-1221		Name and telephone number of the person to be contacted on matters involving this application Magee, Allison (415) 753-7817
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 94-6000479		7. TYPE OF APPLICANT County
8. TYPE OF APPLICATION Continuation		9. NAME OF FEDERAL AGENCY Office of Juvenile Justice and Delinquency Prevention
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.812 CFDA TITLE: 16.812 - Second Chance Act		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT San Francisco Juvenile Collaborative Reentry Team Initiative
12. AREAS AFFECTED BY PROJECT		
13. PROPOSED PROJECT Start Date: October 01, 2012 End Date: September 30, 2014		14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project CA12
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? Program is not covered by E.O. 12372
Federal	\$461,166	
Applicant	\$236,015	
State	\$0	
Local	\$236,015	

Other	\$0	
Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
TOTAL	\$933,196	N
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.		

Close Window



Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

August 17, 2012

Ms. Allison Magee
San Francisco Juvenile Probation Department
375 Woodside Ave.
San Francisco, CA 94127-1221

Dear Ms. Magee:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 12 Second Chance Act Juvenile Offender Reentry Program for Demonstration Projects in the amount of \$461,166 for San Francisco Juvenile Probation Department.

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

If you have questions regarding this award, please contact:

- Program Questions, Thomas M. Murphy, Program Manager at (202) 353-8734; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads "Mary Lou Leary".

Mary Lou Leary
Acting Assistant Attorney General

Enclosures

San Francisco Ethics Commission
25 Van Ness Avenue, Suite 220
San Francisco, CA 94102
Phone: (415) 252-3100
Fax: (415) 252-3112
Email: ethics.commission@sfgov.org
Web: www.sfgov.org/ethics



For SFEC use

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

a. Instructions:

Each City elective officer who approves a contract that has a value of \$50,000 or more in a fiscal year must file this form with the Ethics Commission within five business days of approval. This filing requirement applies if the contract is approved by:

- the City elective officer,
- any board on which the City elective officer serves, or
- the board of any state agency on which an appointee of the City elective officer serves, as described in (d) below.

b. Who files this notice?

The City elective officer who approved the contract, whose board approved the contract, or who has an appointee on the board of a state agency that approved the contract, must file this form. However, the City elective officer is not required to file this form if the clerk or secretary of the board on which the officer or appointee serves has filed this form on behalf of the board.

c. Who is a City elective officer?

A City Elective Officer is any of the following: Mayor, member of the Board of Supervisors, City Attorney, District Attorney, Treasurer, Sheriff, Assessor, Public Defender, member of the Board of Education of the San Francisco Unified School District, or member of the Governing Board of the San Francisco Community College District.

d. What is a "board of a state agency" that is covered by this filing requirement?

For the purposes of this report, the board of a state agency on which an appointee of a City elective officer serves is limited to the following agencies: Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority, and Local Workforce Investment Board.

e. Is this form required for all contracts?

No. This form is required if the contract has a total anticipated or actual value of \$50,000 or more, or a combination or series of such contracts, amendments or modifications approved by the same City elective officer or board has a value of \$50,000 or more in a fiscal year.

f. What happens after this form is filed?

For a period of six months after the contract is approved, neither the City elective officer nor any political committee that he or she controls may solicit or accept a campaign contribution from the following persons or entities: the party whose contract was approved; the party's board of directors; the party's chairperson, chief executive officer, chief financial officer, or chief operating officer; any person with an ownership interest of more than 20 percent in the party; any subcontractor listed in the bid or contract; or any political committee sponsored or controlled by the contracting party. Nor may any of these persons make a campaign contribution to the City elective officer, a candidate for the office held by such officer, or a political committee controlled by such officer or candidate.

FORM SFEC-126
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Government Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly)</i>	
Name of City elective officer(s): Members, San Francisco Board of Supervisors	City elective office(s) held: Members, San Francisco Board of Supervisors

Contractor Information <i>(Please print clearly)</i>	
Name of Contractor: Center on Juvenile and Criminal Justice	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i>	
1) Board of Directors: Barbara Johnson, Chris Gauger, J.D., Tom Yeh, Penn Hughes, Ph.D., David Ocegueda Bracker, MSW, Torrance Bynum, Frederick R. Chavaria, Ph.D., Wilma Espinoza, Melody Fountila, Patricia Lee, J.D.	
2) Chief Executive Officer: Dan Macallair Chief Financial Officer: Louie Briones International, LLC Chief Operating Officer: Abu Qadir Al-Amin, Associated Director.	
3) N/A	
4) N/A	
5) N/A	
Contractor address: Center on Juvenile & Criminal Justice, 40 Boardman Place, San Francisco, CA 94103	

Date that contract was approved:	Amount of contract: \$50,000, \$419,724; \$270,620
Describe the nature of the contract that was approved: CJCJ is contracted to provide the Intensive Home Based Supervision to youth placed on probation. The IHBS program is a supervision and clinical case management program that includes daily contact with the child & family and a minimum of three clinical hours per week to ensure that the child successfully completes probation. This contract has been extended through the Second Chance Act Grant to provide similar services to youth returning from out of home placement, and to work in partnership with JPD & the Public Defender's Office to develop better re-entry programming.	
Comments: CJCJ has three service contracts that pertain to this grant. One contract is with DCYF-\$50,000; one with DPH-\$419,724; and another with DPH for \$270,620.	

This contract was approved by (check applicable)

 The City elective officer(s) identified on this form A board on which the City elective officer(s) serves San Francisco Board of Supervisors

Print Name of Board

 The board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on the form sits

Print Name of Board

Filer Information <i>(Please print clearly)</i>	
Name of filer: Clerk of the San Francisco Board of Supervisors	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: BOS.Legislation@sfgov.org

Signature of the Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if Submitted by Board Secretary or Clerk)

Date Signed

BOS-11
orig: COB, Leg Dep.
970 clerk

President, Board of Supervisors
District 3
第三區
市參事會主席



RECEIVED
BOARD OF SUPERVISORS
City and County of San Francisco
三藩市市及縣政府
2013 MAR 11 PM 12:45

DAVID CHIU
邱信福

File 130183

TO: Angela Calvillo, Clerk of the Board

FROM: Supervisor David Chiu *DSC*

DATE: March 11, 2013

RE: Waive 30 day hold on item 130183-Accept/Expend JPD Second Chance Reentry Program.

Madame Clerk,

I hereby waive the 30-Day Rule on the following file:

File No. 130183-Ordinance authorizing the Juvenile Probation Department (JPD) to retroactively accept and expend a grant in the amount of \$461,166 from the Office of Justice Programs for the United States Department of Justice for funding under the FY2012 Second Chance Act Juvenile Offender Reentry Program (Second Chance grant award); and amending Ordinance No. 165-12 (Annual Salary Ordinance, FY2012-2013 and FY2013-2014) to reflect the addition of one Class 2910 Social Worker grant-funded position (0.4 FTE) at JPD.

Thank you for your prompt assistance in this matter.

Young, Victor

From: True, Judson
Sent: Monday, March 11, 2013 11:11 AM
To: Johnston, Conor
Cc: Young, Victor
Subject: RE: Please waive the 30 day hold on item 130183--Accept/Expend JPD Second Chance Reentry Program

Victor, please waive the 30 day rule on this file.

Thank you.

Judson True
Legislative Aide
Board of Supervisors President David Chiu
City and County of San Francisco
judson.true@sfgov.org | 415.554.7451

From: Johnston, Conor
Sent: Monday, March 11, 2013 11:09 AM
To: True, Judson
Subject: RE: Please waive the 30 day hold on item 130183--Accept/Expend JPD Second Chance Reentry Program

Judson,

The BLA confirms they can report on this for the 3/28 meeting.

Hello Conor

We will report on this item for the 3/28 GAO committee.

Severin

From: Johnston, Conor
Sent: Friday, March 08, 2013 5:12 PM
To: True, Judson
Cc: McGuire, Catherine
Subject: Please waive the 30 day hold on item 130183--Accept/Expend JPD Second Chance Reentry Program

Judson,

Can you please waive the 30 day hold on item 130183?

We would like to schedule for a GAO hearing on 3/28.

Please see the explanation from Catherine McGuire at the department for why this grant is retroactive:

As discussed on the phone, I think most small-sized grants are retroactive except a spend approvals by the BOS. For us, the reasoning behind that is that we didn't get the notice of the grant award until just before the beginning of the grant term. Further, we have to go through a bit of back and forth with the funder after the award is made to finalize the grant budget. Once that happens, we get a notice that the budget is approved and only then are we allowed to submit documentation to the Controller's Office who is first to review it. Typically, that can take a month or two and by then we are well into the grant period. For an A&E that also has an ASO amendment, the A&E package then goes to the Mayor's Office, DHR, and finally the City Attorney, each of whom have a different aspect for input and may require changes or other adjustments, before it gets to the BOS member that will sponsor.

We have just begun month six of a 12-month grant and would like not to delay further if at all possible. Let us know if you have any other questions or need any further information.

M. Catherine McGuire
Director of Finance
San Francisco Juvenile Probation Department
375 Woodside Ave
San Francisco, CA 94127
415-753-7560

Conor Johnston
Office of Supervisor London Breed
415-554-6783

Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee.
An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative

Sponsor(s):

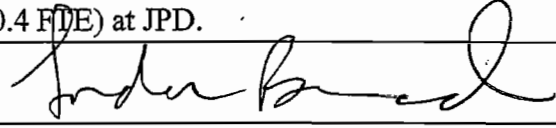
Breed

Subject:

Accept and Expend Grant – FY 12 Second Chance Act Juvenile Offender Reentry Program and Amendment to the Annual Salary Ordinance, FY 2012-2013 – \$461,166

The text is listed below or attached:

Ordinance authorizing the Juvenile Probation Department ("JPD") to retroactively accept and expend a grant in the amount of \$461,166 from the Office of Justice Programs ("OJP") for the United States Department of Justice for funding under the FY 12 Second Chance Act Juvenile Offender Reentry Program ("Second Chance grant award"); and amending Ordinance No. 165-12 (Annual Salary Ordinance, FY 2012-2013 and FY 2013-2014) to reflect the addition of one Class 2910 Social Worker grant-funded position (0.4 FTE) at JPD.

Signature of Sponsoring Supervisor: 

For Clerk's Use Only:

