

# Youth Programs and Facilities Grant Program (YPFG)

## Part B All County Distribution Application Package Coversheet

**Submitted by:**

City & County of San Francisco

**Date Submitted:**

May 12<sup>th</sup>, 2021

## Part B All County Distribution Application Checklist

A complete application package for funding under the Youth Programs and Facilities Grant (YPFG) Program must contain the following items:

	Required Items:	✓
1	Cover Sheet (previous page) <ul style="list-style-type: none"> <li>Insert Applicant Name and Date of Submission</li> </ul>	<input checked="" type="checkbox"/>
2	YPFG Proposal Checklist <ul style="list-style-type: none"> <li>Signed by the authorized signatory with a digital signature <b>OR</b> a wetsignature in blue ink.</li> </ul>	<input checked="" type="checkbox"/>
3	Applicant Information Form <ul style="list-style-type: none"> <li>Signed by the authorized signatory with a digital signature <b>OR</b> a wetsignature in blue ink.</li> </ul>	<input checked="" type="checkbox"/>
4	Application Narrative <ul style="list-style-type: none"> <li>2 pages or fewer</li> </ul>	<input checked="" type="checkbox"/>
5	Budget Attachment	<input checked="" type="checkbox"/>
6	Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement (Appendix D) <ul style="list-style-type: none"> <li>Signed by the authorized signatory with a digital signature <b>OR</b> a wetsignature in blue ink.</li> </ul>	<input checked="" type="checkbox"/>
	<b>Optional:</b>	
7	Governing Board Resolution (Appendix E) <i>Note: The Governing Board Resolution is due prior to contract execution but is not required at the time of proposal submission.</i>	<input type="checkbox"/>

I have reviewed this checklist and verified that all required items are included in this proposal packet.

X Katherine Weinstein Miller  
Katherine Weinstein Miller (May 19, 2021 15:54 PDT)  
Applicant Authorized Signature (see Applicant Information Form, Part L, next page)

## Part B All County Distribution Applicant Information Form

A. APPLICANT San Francisco County		B. TAX IDENTIFICATION NUMBER	
NAME OF APPLICANT City & County of San Francisco, Juvenile Probation Department		TAX IDENTIFICATION #: 94-6000417	
STREET ADDRESS 375 Woodside Ave	CITY San Francisco	STATE CA	ZIP CODE 94127
MAILING ADDRESS (if different)		CITY	STATE ZIP CODE
<b>C. PROJECT TITLE:</b> San Francisco's Youth and Programs Facilities Proposal			
<b>D. PROJECT SUMMARY (100-150 words):</b>			
With the impending closure of DJJ, there are sure to be infrastructure-related needs for the City and County of San Francisco to address in order to adequately respond to the needs of the realigned DJJ population. Though we are still determining what exactly those will be, these funds will go to addressing whatever is identified as our most pressing need (transportation, training materials, etc.).			
<b>E. GRANT FUNDS REQUESTED: (See Appendix F: County Juvenile Population Index)</b>			
<b>\$82,400</b>			
<b>F. DEFERRED SPENDING: Is the application for a deferred spending award?</b>		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
<b>G. LEAD PUBLIC AGENCY:</b>		San Francisco's Juvenile Probation Department	
<b>H. PROJECT DIRECTOR:</b>			
NAME Maria McKee	TITLE Director of Research and Planning	TELEPHONE NUMBER (415) 635-6979	
STREET ADDRESS 375 Woodside Ave		FAX NUMBER	
CITY San Francisco	STATE CA	ZIP CODE 94127	EMAIL ADDRESS maria.mckee@sfgov.org
<b>I. FINANCIAL OFFICER:</b>			
NAME Cheryl Taylor	TITLE Interim Finance Director	TELEPHONE NUMBER 415-753-4491	
STREET ADDRESS 375 Woodside Ave		FAX NUMBER	
CITY San Francisco	STATE CA	ZIP CODE 94122	EMAIL ADDRESS Cheryl.taylor1@sfgov.org
PAYMENT MAILING ADDRESS (if different)		CITY	STATE ZIP CODE
<b>J. DAY-TO-DAY PROGRAM CONTACT:</b>			
NAME Emily Fox	TITLE Community Partnership & Strategy Coordinator	TELEPHONE NUMBER 415-933-0403	
STREET ADDRESS 375 Woodside Ave		FAX NUMBER	
CITY San Francisco	STATE CA	ZIP CODE 94127	EMAIL ADDRESS emily.fox@sfgov.org

K. DAY-TO-DAY <u>FISCAL</u> CONTACT:			
NAME Jenny Ng	TITLE Accounting Supervisor	TELEPHONE NUMBER 415-753-7562	
STREET ADDRESS 375 Woodside Ave		FAX NUMBER	
CITY San Francisco	STATE CA	ZIP CODE 94127	EMAIL ADDRESS jenny.m.ng@sfgov.org

L. AUTHORIZED SIGNATURE			
By signing this application, I hereby certify that I am vested by the Applicant with the authority to enter into contract with the BSCC, and that the grantee and any subcontractors will abide by the laws, policies and procedures governing this funding.			
NAME OF AUTHORIZED OFFICER Katherine Miller	TITLE Chief Juvenile Probation Officer	TELEPHONE NUMBER 415-753-7556	EMAIL ADDRESS katherine.miller@sfgov.org
STREET ADDRESS 375 Woodside Ave	CITY San Francisco	STATE CA	ZIP CODE 94127
EMAIL ADDRESS katherine.miller@sfgov.org			
APPLICANT'S SIGNATURE (Signed by the authorized signatory with a digital signature <u>OR</u> a wet signature in blue ink.)  <i>X Katherine Weinstein Miller</i> <small>Katherine Weinstein Miller (May 19, 2021 15:54 PDT)</small>			DATE  May 19, 2021

\*Authorized Signature: Must be a representative with the authority to sign documents and obligate the applicant\*

## CONFIDENTIALITY NOTICE

All documents submitted as a part of the Youth Programs and Facilities Grant (YPFG) Program are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC, as a state agency, may have to disclose these documents to the public. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, §§ 6250 et seq.)

## **Section 1: Project Need**

**1.1.** San Francisco faces unique challenges with the impending closure of DJJ and realignment of DJJ functions back to local jurisdictions. Since 2019, San Francisco has been engaged in a robust local process to close our juvenile hall and reimagine what a non-institutional place of detention will look like for young people who require secure holding, primarily pre-adjudication. This local process now coincides with the statewide process of realigning DJJ functions to our county and demands that we be creative, thoughtful, and intentional in deciding what our full continuum of care looks like for young people in the juvenile justice system. We have recently added five new community member seats to the subcommittee of our Juvenile Justice Coordinating Council tasked with creating this continuum. As we are still engaged in our local planning process, our subcommittee members have decided to request that San Francisco enter the Deferred Spending Approval Process while we further develop our plan.

San Francisco historically has not had a high number of young people in DJJ facilities. In fact, between 2016-2020, San Francisco committed only 11 young people to DJJ. As we contemplate realignment today, San Francisco only has one young person committed to DJJ. Overwhelmingly, young people from San Francisco who are sent to DJJ are committed because their immediate sustained petition is serious and violent, or because that young person has a long history of serious and violent behaviors paired with failures in out of home placements. Young people are often 18 or older when they have been committed to DJJ and all of the last 11 commitments have been young men. Seven of the eleven young people committed to DJJ between 2016-2020 have been African-American, two have been Latinx, one is Pacific Islander, and one is white. Finally, most young people sent to DJJ from San Francisco stay at least two years. Based on recent trends, San Francisco must contemplate a continuum of care for a realigned population that is very small in number, made up primarily of transitional-aged youth, who come with serious histories and high needs, and need to transition into successful adulthood when they are released. Additionally, we must examine every decision and component of this continuum for these young people through a racial

equity lens as we see the stark racial disparities in the population of young people who have been sent to DJJ from San Francisco.

**1.2** Based on prior year commitment data, San Francisco anticipates having two commitments to our facility per year, with a maximum capacity of 6 at any given time, for an average length of stay of 28 months.

## **Section 2: Project Description**

**2.1.** Because San Francisco has historically low numbers of DJJ commitments, we are considering what it might look like to take a regional approach for young people the court commits to a long-term secure placement. We are considering the possibility of reopening our former juvenile ranch and offering it as a regional placement; we are considering sending our young people to one, or multiple, placements in the San Francisco Bay Area should that be a reasonable option; and, we are simultaneously considering all other possibilities brought to us by our subcommittee members. Because we have not yet made any interim or final decisions about the placement of these young people, we are requesting to undertake the Deferred Spending Approval Process.

**2.2.** Should we send our young people out of county, we may spend the Youth Programs & Facilities Grant on transportation to families to ensure that they have every opportunity to see their loved one. If we offer a space here in San Francisco, we will need to purchase program curriculum and associated staff training and technical assistance in order to ensure that our staff who have historically worked with young people under 18 for a short amount of time feel prepared to work in support of transitional-age youth for longer lengths of stay. We also recognize that holding this population locally in our juvenile hall, while it is open, would require some infrastructure and training adjustments that could be supported by this grant.

San Francisco will submit a finalized proposal to the BSCC no later than November 12<sup>th</sup>, 2021. It is our intent that by then we will have a much clearer picture of what the future looks like for secure facilities and shifted continuums of care in San Francisco, as well as what is being offered around the region that may be a good fit for the realigned population in San Francisco.

Applicant:	San Francisco		
LINE ITEMS	SB 823 BUDGET		
	STATE REIMBURSED	CASH CONTRIBUTION	TOTAL
1. Construction	\$ -	\$ -	\$ -
2. Architectural	\$ -	\$ -	\$ -
3. Fixed Furnishings/Equipment	\$ -	\$ -	\$ -
4. Moveable Furnishings/Equipment	\$ -	\$ -	\$ -
5. Construction Management	\$ -	\$ -	\$ -
6. Transportation/Equipment	\$ 30,000.00	\$ -	\$ 30,000.00
7. Training Materials/Supplies	\$ 20,000.00	\$ -	\$ 20,000.00
8. Programming Materials/Supplies	\$ 13,600.00	\$ -	\$ 13,600.00
9. Other One-Time Personnel Costs (planning, development, and project management) (Not to Exceed 25% of total budget)	\$ 20,600.00	\$ -	\$ 20,600.00
10. Other	\$ -	\$ -	\$ -
Total Project Costs	\$ 84,200.00	\$ -	\$ 84,200.00
Percentage of Total	100%	0%	100%

Provide an explanation below of how the dollar figures were determined for each of the budget categories above that contain dollar amounts. Every cash contribution line item shall be included with a reporting of the full amount budgeted unless a line item is not an actual cash contribution project cost for the county. (In that case, indicate so below.) For each budget category explanation below, include how state funding and the county contribution dollar amounts have been determined and calculated (be specific).

LINE ITEMS	COMMENTS
1. Construction	None.
2. Architectural	None.
3. Fixed Furnishings/Equipment	None.
4. Moveable Furnishings/Equipment	None.
5. Construction Management	None.



6. Transportation Equipment	Should San Francisco determine that there are appropriate placements outside of the City & County, we will need to purchase at least one vehicle for transporting families to the location of their loved one.
7. Training Materials/Supplies	Should San Francisco decide that keeping young people locally is appropriate, we will need to purchase training curriculum and supplies to adequately prepare staff to work with an older population for longer lengths of stay.
8. Programing Materials/Supplies	Should San Francisco decide that keeping young people locally is appropriate, we will need to ensure that we can bring in programming for young people that is age and developmentally-appropriate.
9. Other One-Time Personnel Costs (planning, development, and project management) (Not to Exceed 25% of total budget)	It will be integral that all of our community and justice partners are also prepared to work with this population closer to home. We will need planning, project development, and training support for all partners working with this population.
10. Other	None.

## Appendix D: Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

1. debarred by any federal, state, or local government entities during the period of debarment; or
2. convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subgrantee or subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

By checking the following boxes and signing below, applicant affirms that:

- I/We are not currently debarred by any federal, state, or local entity from applying for or receiving federal, state, or local grant funds.
  
- I/We have not been convicted of any crime involving theft, fraud, or embezzlement of federal, state, or local grant funds within the last three years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.
  
- I/We will hold subgrantees and subcontractors to these same requirements.

A grantee may make a request in writing to the Executive Director of the BSCC for an exception to the debarment policy. Any determination made by the Executive Director shall be made in writing.

<b>AUTHORIZED SIGNATURE</b>			
(This document must be signed by the person who is authorized to sign the Grant Agreement.)			
NAME OF AUTHORIZED OFFICER Katherine Miller	TITLE Chief Juvenile Probation Officer	TELEPHONE NUMBER 415-753-7556	
STREET ADDRESS 375 Woodside Ave	CITY San Francisco	STATE CA	ZIP CODE 94127
EMAIL ADDRESS katherine.miller@sfgov.org			
AUTHORIZED OFFICER SIGNATURE ((Blue Ink Only or E-signature)) <b>X</b> <u>Katherine Weinstein Miller</u>			DATE May 19, 2021






# YPFG San Francisco Application.Final

Final Audit Report

2021-05-19

Created:	2021-05-19
By:	Emily Fox (missesemilyfox@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9OLjecRO4sA4XkRxMcnapOHESsSabWpL

## "YPFG San Francisco Application.Final" History

-  Document created by Emily Fox (missesemilyfox@gmail.com)  
2021-05-19 - 10:50:46 PM GMT- IP address: 69.209.6.71
-  Document emailed to Katherine Weinstein Miller (katherine.miller@sfgov.org) for signature  
2021-05-19 - 10:51:32 PM GMT
-  Email viewed by Katherine Weinstein Miller (katherine.miller@sfgov.org)  
2021-05-19 - 10:53:50 PM GMT- IP address: 208.121.64.3
-  Document e-signed by Katherine Weinstein Miller (katherine.miller@sfgov.org)  
Signature Date: 2021-05-19 - 10:54:09 PM GMT - Time Source: server- IP address: 208.121.64.3
-  Agreement completed.  
2021-05-19 - 10:54:09 PM GMT