

**BOARD OF STATE AND
COMMUNITY CORRECTIONS**

600 Bercut Drive, Sacramento, CA 95811

916.445.5073 PHONE

916.327.3317 FAX

bscc.ca.gov

**Juvenile Accountability Block
Grant (JABG) Program
Fiscal Year 2014/2015**

**REQUEST FOR APPLICATIONS:
DIRECT ALLOCATION GRANT
APPLICATION PACKET**

April 17, 2014

Applications due by 5:00 p.m., May 30, 2014

In addition to the grant application, this Request for Applications (RFA) packet includes important information about funding provisions, grant eligibility, and application submission requirements.

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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 Board of State and Community Corrections (BSCC) 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, 2014 through June 30, 2015.

It should be noted that the JABG program was not funded at the federal level in FY 2014/15 and funding for future years remains uncertain. Due to timing issues associated with the release of federal funds, the BSCC has a reserve of JABG funding from previous year allocations that have not been dispersed. This will allow the local jurisdictions that meet the FY 2013/14 threshold for receiving a direct allocation (see Attachment A) to be funded by the BSCC for the project period of July 1, 2014 to June 30, 2015. The local allocation amounts as determined by OJJDP for FY 2013/14 were significantly reduced from previous years, however, the BSCC will offset this reduction with the use of some one-time discretionary JABG funding. This discretionary funding if unused will revert back to the federal government rather than directly benefiting the California local programs that qualify for JABG funding. Although the BSCC will support local projects to the extent that any reserved funding will allow, continued funding for direct allocations and/or enhancements will be dependent upon the outcome of future federal appropriations.

California's State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), which oversees the use of federal funds administered by the BSCC, 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 (DMC), now referred to as Reducing Racial and Ethnic Disparities (R.E.D.) – 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 (EBP) – 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 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 promotes 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 BSCC via e-mail by **May 30, 2014**. 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, as issued by OJJDP for FY 2013/14, are eligible to apply for the formula-based direct allocation. **Please refer to Attachment 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 Attachment 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 18 federally designated program purpose areas, with a focus on juvenile accountability. **Please see Attachment 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 BSCC 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 Measures: 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 BSCC 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 BSCC prior to a finalized grant award agreement being executed.

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.**

DMC/R.E.D. Training: DMC/R.E.D. 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. To receive federal funding, the State of California is required to demonstrate a good faith effort to address DMC/R.E.D. In an effort to comply with this requirement, the BSCC has undertaken a number of activities to ensure that California addresses DMC/R.E.D. Accordingly, JABG recipients are invited to attend a one day regional DMC/R.E.D. 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 R.E.D. lens not only complements the principles of the JABG program but can effectively influence the impact of current interventions. The regional R.E.D. 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 R.E.D. training for the first time. Three trainings will be offered; one for the central, northern and southern regions to be held in May and June of this year. 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 has been sent to all project directors. Additional information about R.E.D. can be found at <http://www.bscc.ca.gov/programs-and-services/cpp/services> or applicants may contact the R.E.D. Coordinator, Shalinee Hunter, by telephone at (916) 322-8081 or by email at shalinee.hunter@bscc.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 BSCC website <http://www.bscc.ca.gov/programs-and-services/cpp/services/grantee-progress-reports>.

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) at <https://www.fsr.gov/> 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 subawards to meet the FFATA reporting requirements. Prime contract awardees will report against subcontracts 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 2014/15 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.

Summary of Key Dates:

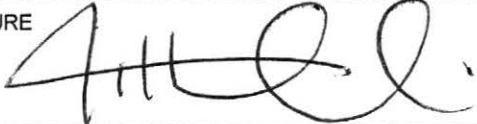
May 30, 2014	Applications due to the BSCC via email with signed hard copy to follow via U.S. mail
July 1, 2014	Grant year begins
November 15, 2014	First quarterly progress report due covering July – Sept. 2014 First quarterly financial invoice due covering July – Sept. 2014
February 15, 2015	Second quarterly progress report due covering Oct. – Dec. 2014 Second quarterly financial invoice due covering Oct. – Dec. 2014
May 15, 2015	Third quarterly progress report due covering Jan. – Mar. 2015 Third quarterly financial invoice due covering Jan. – Mar. 2015
June 30, 2015	Grant year ends
August 15, 2015	Fourth quarterly progress report due covering Apr. – June 2015 Fourth quarterly financial invoice due covering Apr. – June 2015
October 31, 2015	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 the BSCC, by telephone at (916) 324-9385 or by email at colleen.stoner@bscc.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 BSCC’s website at <http://www.bscc.ca.gov/programs-and-services/cpp/resources>.

**JUVENILE ACCOUNTABILITY BLOCK GRANT (JABG) PROGRAM
2014/15 DIRECT ALLOCATION APPLICATION
SECTION I: APPLICANT INFORMATION**

A. APPLICANT AND CONTACT INFORMATION				
APPLICANT NAME	TELEPHONE NUMBER	CFDA#	FEDERAL EMPLOYER IDENTIFICATION NUMBER	
San Francisco Office of the Public Defender	415-753-7601	16.523	94-6000417	
STREET ADDRESS	CITY	STATE	ZIP CODE	
555 7 th Street	San Francisco	CA	94103	
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE	
B. PROJECT TITLE				
Public Defender Placement Program		C. PROGRAM PURPOSE AREA		D. AMOUNT OF FUNDS REQUESTED
		18) Indigent defense		\$84,321
E. BRIEF DESCRIPTION OF PROJECT				
<p>The Public Defender Placement Program partially funds an attorney position for indigent defense of youth in the delinquency system. All youth who are either committed to out of home placement or to the Log Cabin County Camp are removed from their homes and their communities for period of a year or more. Prior to their commitments youth are in detention. Upon a commitment of out of home placement, the attorney immediately assesses the individualized needs of the youth, incorporating the express interest of the youth in his/her placement, and works collaboratively with the Court and the Juvenile Probation Department in identifying the appropriate foster care placement to ensure a speedy and appropriate placement for the youth. The Placement Attorney has been successful in reducing out of home placement detention delay for her clients to an average of two to three weeks. While youth are in placement or county camp commitments, the Placement Attorney maintains close contact with the youth and their families to ensure that the youth are doing well in their placements, addresses the many needs and concerns of the youth and their families, and begins to focus on reentry planning for the eventual reunification of the youth to their families and their communities. The Placement Attorney also advocates for the educational, mental, and behavioral health needs of the youth. The Placement Attorney will serve up to 125 unduplicated youth per year. By expediting youth from detention to their placements, the attorney has been able to reduce disproportionate minority confinement. She also works collaboratively with the Juvenile Collaborative Reentry Court (JCRC) a dedicated team of justice partners including a probation officer, community based case manager, social worker and judge to ensure a smooth transition of youth returning home from long term removal. The Attorney incorporates the use of evidence based practices as part of JCRU which can involve Team Decision Making, risk assessment needs assessment through the Youth Assessment and Screening Instrument (YASI) and the Child and Adolescent Needs and Strengths Assessment (CANS) to ensure successful placement, reentry planning, transition, and public safety.</p>				
F. IMPLEMENTING AGENCY		Grant Period: July 1, 2014 thru June 30, 2015		
AGENCY NAME				
San Francisco Office of the Public Defender				
NAME, TITLE OF PROJECT DIRECTOR			TELEPHONE NUMBER	
Patricia Lee, Managing Attorney, Juvenile Unit			415-753-7610	
STREET ADDRESS			FAX NUMBER	
375 Woodside Ave. Rm. 118			415-566-3030	
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 7 th 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			TELEPHONE NUMBER	
Patricia Lee, Managing Attorney Juvenile Unit			415-753-7610	
STREET ADDRESS			FAX NUMBER	
375 Woodside Ave. Rm. 118			415-566-3030	
CITY	STATE	ZIP CODE	E-MAIL ADDRESS	
San Francisco	CA	94127	Patricia.lee@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, San Francisco Public Defender			415-553-9520	
STREET ADDRESS	CITY	STATE	ZIP CODE	FAX NUMBER

555 7 th Street	San Francisco	CA	94103	415-553-1607
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE	E-MAIL ADDRESS
APPLICANT'S SIGNATURE				DATE July 8, 2014

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 including those youth who now qualify for AB12 extended foster care funding and services.**
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 individualized array 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. Mental health and substance abuse issues are evident in a majority of our clients and early identification through appropriate assessments and treatment are addressed by the Placement attorney to ensure successful placement and reentry.**
 - vi. **Cooperation and coordination of reentry team and other key service providers reduces placement detention time. Regular case conferencing and communication reduces inefficiencies and also 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 serve 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.
- xii. File motions to modify Ranch youth for early release to home or to out of home placement.

3. Cases per FY:
125 youth per year

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 rates have declined 46.3% from 1995 to 2005. 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 Court (JCRC) 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). The majority of the placement failures were non-public defender clients. With the JCRC program and our dedicated full time placement attorney, those numbers have improved significantly with only 31% of out of home placements in 2011 ending in placement failure. Disproportionate numbers of youth of color 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 one 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
<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable
<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> 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
<input type="checkbox"/> At-Risk Population (no prior offense)	<input type="checkbox"/> Not applicable
X First Time Offenders	<input type="checkbox"/> Rural
X Repeat Offenders	<input type="checkbox"/> Suburban
X Sex Offenders	<input type="checkbox"/> Tribal
<input type="checkbox"/> Status Offenders	X Urban
X Violent Offenders	
3. GENDER	6. OTHER POPULATIONS
<input type="checkbox"/> Not applicable	<input type="checkbox"/> 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. Attachment B includes a detailed listing of the 18 program purpose areas from which each applicant must choose. Each separate program purpose area identified in this section will require subsequent data reporting on quarterly progress reports to the BSCC. For this reason, applicants are encouraged to consolidate their programs into one program purpose area whenever possible. In addition to the Program Purpose areas, and as mentioned previously, 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. 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*)

18) **Hiring court-appointed defenders:** Provide training, coordination, and innovative strategies for indigent defense services - \$84,432.

B. **FEDERAL PERFORMANCE MEASURES:** All grantees must report data to the BSCC 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 program purpose area(s) has been chosen in Section II-A 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.*)

#18 Indigent defense – Output measure/482 Number of technical assistance requests received – Output measure/492 Number and percent of youth that through the court or probation system participate in indigent defense programming

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

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](#))

18 Indigent Defense

Performance Measures Matrix
([PDF](#) | [MS Word](#))

C. **R.E.D. REGIONAL TRAINING:** In the space below enter the number and position(s) of the staff you intend to send to R.E.D. regional trainings. **2 persons, placement attorney and placement youth advocate**

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 Attachment 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).

Salaries and Benefits	\$ 75,889.00	\$ 8,432.00	\$ 84,321.00
Services and Supplies			\$ -
Professional Services			\$ -
CBO Contracts			\$ -
Administrative Overhead			\$ -
Fixed Assets/Equipment			\$ -
Other			\$ -
Total	\$ 75,889.00	\$ 8,432.00	\$ 84,321.00

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

D. **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.

One attorney position (8177 class) Salary: \$177,814, Benefits: \$37,018

Match source of \$8,432 is budgeted under the Public Defender general fund

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

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:** This includes travel, training costs, and 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: Juvenile Justice Coordinating Council September, 2014

<u>Name</u>	<u>Title</u>	<u>Agency</u>
Sarah Schumann	Director of Probation Services	Juvenile Probation Department
Patricia Lee	Managing Attorney	SF Public Defender's Office
Jeanne Roland	Managing Attorney	SF District Attorney's Office
Dirk Beijen	Commissioner	Juvenile Probation Commission
Ron Steuckle	Chairman	Juvenile Justice Providers Association
Glenn Eagleson	Director	Office of Economic and Workforce Development
Wendy Still	Chief	Adult Probation Department
Maria Sui		

SECTION V: GOVERNING BOARD 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 BSCC prior to a grant award agreement being signed. Resolutions may be directed by mail to the JABG Coordinator, Colleen Stoner at the Board of State and Community Corrections, 600 Bercut Drive, Sacramento, CA 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.

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 BSCC 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 BSCC within the required timeframe of 120 days from the end of the 12-month grant period.

**PLEASE E-MAIL YOUR COMPLETED APPLICATION
BY MAY 30, 2014
To
Colleen.Stoner@bscc.ca.gov**